

From: Vizian, Donna
Location: DCROOMWJCN3330Q
Importance: Normal
Subject: VERA/VSIP Discussion
Start Date/Time: Mon 3/20/2017 6:15:00 PM
End Date/Time: Mon 3/20/2017 7:00:00 PM

Call in number: Ex. 6 - Personal Privacy code Ex. 6 - Personal Privacy

Message

From: Burbach, Joseph [burbach.joseph@epa.gov]
Sent: 6/26/2017 12:32:54 PM
To: Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: OHR 2017 VERA/VSIP Population
Attachments: Targeted Positions (OHR).xlsx

FYI ----

For discussion and planning purposes,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Joseph Burbach

Senior Advisor

Office of Human Resources

U.S. Environmental Protection Agency

(202) 564-7783

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 6/23/2017 8:38:45 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Gray, Linda [gray.linda@epa.gov]
Subject: Re: EPA V.V Themes.xlsx

Since the numbers are not public I would not include

On Jun 23, 2017, at 4:30 PM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Please see attached. You okay with sharing these themes/numbers with State?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

<EPA V.V Themes.xlsx>

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 6/23/2017 8:30:49 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Gray, Linda [gray.linda@epa.gov]
Subject: FW: EPA V.V Themes.xlsx
Attachments: EPA V.V Themes.xlsx

Please see attached. You okay with sharing these themes/numbers with State?

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

To: Hitchens, Lynnann[hitchens.lynnann@epa.gov]; Noga, Vaughn[Noga.Vaughn@EPA.GOV]; Carter, Rick[Carter.Rick@epa.gov]; Gray, Linda[gray.linda@epa.gov]; Helm, Arron[Helm.Arron@epa.gov]; Patrick, Kimberly[Patrick.Kimberly@epa.gov]; Polk, Denise[Polk.Denise@epa.gov]
Cc: Hardy, Michael[Hardy.Michael@epa.gov]; Petrole, Maryann[Petrole.Maryann@epa.gov]; Scola, Jennifer[Scola.Jennifer@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Collins, BJ[Collins.BJ@epa.gov]; Legare, Pamela[Legare.Pamela@epa.gov]; Neal, Kerry[neal.kerry@epa.gov]; Franklin, Bruce[Franklin.Bruce@epa.gov]; Lynch, Mary-Kay[Lynch.Mary-Kay@epa.gov]
From: Jablonski, Janice
Sent: Wed 6/21/2017 1:49:06 PM
Subject: Materials to Support Discussions with Staff on V/V - Confidential - Do Not Forward
[OARM Proposed Employee Pool.5.31.2017 .xlsx](#)
[OARM Targeted Positions.xlsx](#)
[OARM.Final Business Case.6.16.17.docx](#)

All: Attached are three documents that may assist you in any conversations you have with staff after today's OARM Town Hall Meeting. They are: The final business case for OARM's V/V proposal, the final template for OARM's V/V proposal, and the draft list of employees in the pool for the proposed V/V offering.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please let me know if you have any questions or need assistance on this. My regular phone line is always transferred to my EPA iPhone (numbers below), so, you should be able to reach me at any time.

Jan Jablonski, Director

Administrative Operations and Stewardship Division

Office of Resources, Operations and Management

Office of Administration and Resources Management

3102A

Room 3353A WJCN

(202) 564-9922

Ex. 6 - Personal Privacy

(cell)

To: Vizian, Donna[Vizian.Donna@epa.gov] **Ex. 3 - Statutory**
Cc: **Ex. 3 - Statutory**
From: Coomber, Robert
Sent: Thur 6/1/2017 6:57:14 PM
Subject: FW: Courtesy Notice: VERA/VSIP Mass Mailer

Ex. 3 - Statutory

Ex. 3 - Statutory

Best,

Bob

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: **Ex. 6 - Personal Privacy**

coomber.robert@epa.gov

From: Coomber, Robert

Sent: Thursday, June 1, 2017 2:51 PM

To: **Ex. 6 - Personal Privacy**

Ex. 3 - Statutory

Union Colleagues,

Ex. 3 - Statutory

Bob

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: Ex. 6 - Personal Privacy

coomber.robert@epa.gov

To: Hunt, Loretta[Hunt.Loretta@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]
Cc: Vizian, Donna[Vizian.Donna@epa.gov]; Showman, John[Showman.John@epa.gov]; Gray, Linda[gray.linda@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Hart, Debbi[Hart.Debbi@epa.gov]; Parker, Gary[parker.gary@epa.gov]
From: Corbett, Krysti
Sent: Thur 6/1/2017 6:03:34 PM
Subject: RE: V-V Selection Criteria/Alternate Suggestion

Thanks, Loretta –

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Either way – we'll work towards management's preferred process – just let us know what that is!

Krysti Corbett

Director

Labor and Employee Relations Division

Desk Phone: (202) 564-6295

Mobile: Ex. 6 - Personal Privacy

corbett.krysti@epa.gov

From: Hunt, Loretta
Sent: Thursday, June 1, 2017 11:46 AM
To: Corbett, Krysti <Corbett.Krysti@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: FW: V-V Selection Criteria/Alternate Suggestion

Krysti,

Ex. 5 - Deliberative Process

Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Fine, Steven
Sent: Wednesday, May 31, 2017 8:26 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Simon, Harvey <Simon.Harvey@epa.gov>
Subject: RE: V/V Information

Donna and Loretta,

Thanks for sharing that.

Comments on the selection criteria:

Ex. 5 - Deliberative Process

• Suggest:

Ex. 5 - Deliberative Process

Thanks

Steve

From: Vizian, Donna

Sent: Tuesday, May 30, 2017 6:12 PM

To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>

Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>

Subject: V/V Information

HI Everyone,

As a follow up to our conversation this afternoon, attached is the draft timeline. Please do not share past those who need to know. It is very compressed, so thanks in advance to all for your help in making this happen. Also, below is the proposed selection criteria. Please send any comments on the criteria to me and Loretta Hunt by noon on Thursday. As a reminder, our plan is for Mike to send out a message to all employees. We will coordinate notification to the unions with release of the message.

Ex. 5 - Deliberative Process

Best, Donna

Selection Criteria:

Ex. 5 - Deliberative Process

To:
From: Coomber, Robert
Sent: Tue 6/20/2017 8:18:47 PM
Subject: FW: Official Notice: VERA/VSIP

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: **Ex. 6 - Personal Privacy**

coomber.robert@epa.gov

From: Coomber, Robert
Sent: Tuesday, June 20, 2017 1:38 PM
To:

Ex. 3 - Statutory

Ex. 3 - Statutory

Subject: Official Notice: VERA/VSIP

Good Afternoon:

Ex. 3 - Statutory

Ex. 3 - Statutory

Best regards,

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: Ex. 6 - Personal Privacy

coomber.robert@epa.gov

To: Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Sisson, Ann[Sisson.Ann@epa.gov]; Cunningham, Bisa[cunningham.bisa@epa.gov]; Moore, Bobby[Moore.Bobby@epa.gov]; Shepherd, Jackie[Shepherd.Jackie@epa.gov]; Hart, Debbi[Hart.Debbi@epa.gov]
Cc: Taylor, Jeremy[Taylor.Jeremy@epa.gov]; Atkinson, Ryan[Atkinson.Ryan@epa.gov]; Bonner, Jerome[Bonner.Jerome@epa.gov]; Young, Debbie[young.debbie@epa.gov]; Engebretson, Lizabeth[Engebretson.Lizabeth@epa.gov]
From: Petrole, Maryann
Sent: Mon 7/31/2017 8:12:04 PM
Subject: Summary of the meetings/discussions on the Pre-Tax Parking Benefit
[White paper parking.7.31.17.docx](#)

Good Day All,

I tried to be concise to capture the high level interaction that we have had from our first meeting in June to the feedback Bisa and Jackie received from IBC on July 21.

This is a combination of emails, discussions, my notes, others' notes/comments, in what I hope is in chronological order. I believe at this stage, there was plenty of sound info that I wanted to put on paper before it left my feeble mind.

Please feel free to edit as I am sure I have terminology issues not being fluent in OGC, OHR or IT speak ☺. If you would use track changes that would be helpful. The summary is based on my assumptions of what we have gathered to date. I tried to keep it at the macro level and not in the weeds, but some of the feedback especially from SEC, IBC and Employee Express demonstrates the potential magnitude of the project. I cc'd the SSCs given their current efforts with the V/V deadlines. If I could get your edits/additions/deletions by COB Friday.

Thank you all for your insight.

Maryann

Maryann Petrole, Deputy Director

Office of Administration

EPA/OARM/OA

WJC-North, 5340-X

202-564-4938 (work)

Ex. 6 - Personal Privacy (cell)

**Office of Administration and Resources Management
Weekly Report
July 27, 2017**

Hot Issues

VERA/VSIP

The application deadline expired at 11:59pm EST on Wednesday, July 26, 2017 for eligible employees to submit a VERA/VSIP application. There were 483 applications received with the following breakdown:

Program	Total	Region	Total
AO	14	Region 1	27
OAR	4	Region 10	7
OARM	31	Region 2	9
OCFO	17	Region 3	59
OCSP	15	Region 4	28
OECA	48	Region 5	32
OEI	17	Region 6	39
OGC	2	Region 7	33
OITA	3	Region 8	4
OLEM	20	Region 9	16
ORD	33		
OW	25		Total: 483

Next Steps: These employees will receive letters informing them of their eligibility by August 9. Employees must separate from the EPA by September 2.

Upcoming Public Events

None

Upcoming Major Decisions

National Honor Awards

Acting Assistant Administrator Donna Vizian and the Office of Human Resources staff met with Chief of Staff Ryan Jackson on Thursday, July 13, 2017, to brief him on the 2016 national honor awards recommendations, the separately paneled awards, and appeals for reconsideration. The 2016 national honor awards are pending approval of the Administrator.

Last Week's Highlights

Debarment & Pending Litigation

Technical Testing International (TTI) is a laboratory services company located in Arlington, Texas that has received contracts to provide laboratory data to entities that are recipients

of EPA grants. The EPA debarred TTI and its owners, Meera Pabley and Hardeep Pabley from participating in federal procurement and non-procurement programs for a period of one year. The debarments stemmed from the lab's use of improper laboratory procedures (e.g., falsifying laboratory test results and failing to properly train laboratory employees).

TTI, Meera Pabley, and Hardeep Pabley (Plaintiffs) challenged their debarments in U.S. District Court in the Northern District of Texas. The Plaintiffs requested that the Court preliminarily enjoin the enforcement of their debarments. The Plaintiffs challenged their one year debarments under the Administrative Procedures Act (APA) and have also alleged that they were denied due process of law in the EPA debarment proceedings. On July 21, 2017, a Magistrate Judge recommended to the Court that Plaintiffs' motion for preliminary injunction should be denied because they failed to meet their burden to show a likelihood of success on the merits of their APA claim and the due process claim. The litigation is ongoing. The EPA Suspension and Debarment Program will continue to coordinate with the EPA Office of General Counsel and the U.S. Attorney's Office for the Northern District of Texas to defend the EPA actions.

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 5/30/2017 2:01:29 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]; Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]; Corbett, Krysti [Corbett.Krysti@epa.gov]
CC: Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Carter, Rick [Carter.Rick@epa.gov]; Helm, Arron [Helm.Arron@epa.gov]
Subject: RE: VERA/VSIP Proposed Selection Criteria

Thanks Loretta

From: Hunt, Loretta
Sent: Tuesday, May 30, 2017 9:58 AM
To: Bonner, Jerome <Bonner.Jerome@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>
Subject: RE: VERA/VSIP Proposed Selection Criteria

Thanks everyone for your prompt response. The proposed selection criteria are below:

Ex. 5 - Deliberative Process

We'll let the SSCs know if the language changes based on senior management feedback and/or union negotiations.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Sent: Thursday, May 25, 2017 7:05 PM
To: Bonner, Jerome <Bonner.Jerome@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>

Subject: VERA/VSIP Service Comp Date/Meeting Notice

Importance: High

SSC Directors and LERD,

I apologize for the quick turnaround. We need to choose selection criteria for V/V applications. Debbi pulled the following information from Phase II communications:

Ex. 5 - Deliberative Process

Please let me know if you're fine with this selection method or provide your concerns **NLT 10 am, Tuesday, May 30th**.

Also, I sent a meeting invite for **May 31st** so we can start planning for V/V.

If you have any questions or concerns, please contact Debbi Hart on May 26th or me on May 30th.

Thanks and have a good, long weekend.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 5/30/2017 1:57:50 PM
To: Bonner, Jerome [Bonner.Jerome@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]; Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]; Corbett, Krysti [Corbett.Krysti@epa.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Carter, Rick [Carter.Rick@epa.gov]; Helm, Arron [Helm.Arron@epa.gov]
Subject: RE: VERA/VSIP Proposed Selection Criteria

Thanks everyone for your prompt response. The proposed selection criteria are below:

Ex. 5 - Deliberative Process

We'll let the SSCs know if the language changes based on senior management feedback and/or union negotiations.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Sent: Thursday, May 25, 2017 7:05 PM
To: Bonner, Jerome <Bonner.Jerome@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>
Subject: VERA/VSIP Service Comp Date/Meeting Notice
Importance: High

SSC Directors and LERD,

I apologize for the quick turnaround. We need to choose selection criteria for V/V applications. Debbi pulled the following information from Phase II communications:

Ex. 5 - Deliberative Process

Please let me know if you're fine with this selection method or provide your concerns **NLT 10 am, Tuesday, May 30th**.

Also, I sent a meeting invite for **May 31st** so we can start planning for V/V.

If you have any questions or concerns, please contact Debbi Hart on May 26th or me on May 30th.

Thanks and have a good, long weekend.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 8/3/2017 8:09:44 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: FW: EPA's VERA/VSIP Request -

Donna,

Just heard from Mike Mahoney.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Mahoney, Michael J [mailto:Mike.Mahoney@opm.gov]
Sent: Thursday, August 03, 2017 4:06 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Snowden, Gregory A <Gregory.Snowden@opm.gov>
Subject: RE: EPA's VERA/VSIP Request -

Loretta,

Gregory's been on leave this week. **Ex. 6 - Personal Privacy** He should be back on email tomorrow or Monday...he will respond as soon as returns

Thanks for our patience

-mike

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Monday, July 31, 2017 3:38 PM
To: Snowden, Gregory A; Mahoney, Michael J; Grossman, Andrea L. **Ex. 5 - Deliberative Process** OMB; Hickey, Mike J. **Ex. 5 - Deliberative Process** OMB
Cc: Hart, Debbi; Parker, Gary
Subject: RE: EPA's VERA/VSIP Request -
Importance: High

Gregory/Mike,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks in advance for your review and assistance.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta

Sent: Friday, July 28, 2017 4:26 PM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Grossman, Andrea L. [Ex. 6 - Personal Privacy] Hickey, Mike J. [Ex. 6 - Personal Privacy]

Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>

Subject: Re: EPA's VERA/VSIP Request -

Gregory/Mike,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please provide approval or disapproval of this change.

Thank you for your assistance and have a good weekend.

From: Snowden, Gregory A <Gregory.Snowden@opm.gov>

Sent: Thursday, July 13, 2017 2:39 PM

To: Hunt, Loretta; Mahoney, Michael J; Grossman, Andrea L. [Ex. 6 - Personal Privacy] OMB; Hickey, Mike J. [Ex. 6 - Personal Privacy] OMB

Cc: Hart, Debbi

Subject: RE: EPA's VERA/VSIP Request -

Hello Loretta,

Ex. 5 - Deliberative Process



Ex. 5 - Deliberative Process

Thanks.

Gregory Snowden
OPM

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]

Sent: Thursday, July 13, 2017 9:42 AM

To: Mahoney, Michael J; Snowden, Gregory A; Grossman, Andrea L.  OMB; Hickey, Mike J.  OMB

Cc: Hart, Debbi

Subject: RE: EPA's VERA/VSIP Request -

Importance: High

Gregory/Mike,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]

Sent: Monday, July 10, 2017 2:32 PM

To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>

Subject: RE: EPA's VERA/VSIP Request

Here tis'...

-mike

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]

Sent: Monday, July 10, 2017 11:13 AM

To: Mahoney, Michael J; Snowden, Gregory A

Cc: Hart, Debbi
Subject: EPA's VERA/VSIP Request
Importance: High

Mike/Gregory,

Is the approval for EPA's request being signed today? Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Bonner, Jerome [Bonner.Jerome@epa.gov]
Sent: 5/27/2017 4:43:43 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Carter, Rick [Carter.Rick@epa.gov]; Helm, Arron [Helm.Arron@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]; Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Engebretson, Lizabeth [Engebretson.Lizabeth@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]; Corbett, Krysti [Corbett.Krysti@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]
Subject: RE: VERA/VSIP Service Comp Date/Meeting Notice

Loretta

Thanks for the opportunity to review. I offer the following suggestion:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Jerome W. Bonner
Environmental Protection Agency
Office of Administration and Resources Management - Cincinnati
Director, Human Resources
Cincinnati Human Resources Shared Service Center
Tel: 513.569.7950
Mobile: **Ex. 6 - Personal Privacy**

CONFIDENTIALITY: This communication may contain privileged or other confidential information. If you are not the intended addressee, or believe you have received this communication in error, you may neither copy, disseminate, nor distribute it to anyone else or use it in any unauthorized manner; to do so is strictly prohibited and may be unlawful. If you receive this email by mistake, please advise the sender immediately by using the reply facility in your mail software and delete it from your computer. "Information in this message may be subject to the Privacy Act (5 USC 552a) and should be treated accordingly."

From: Hunt, Loretta
Sent: Thursday, May 25, 2017 7:05 PM
To: Bonner, Jerome <Bonner.Jerome@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>
Subject: VERA/VSIP Service Comp Date/Meeting Notice
Importance: High

SSC Directors and LERD,

I apologize for the quick turnaround. We need to choose selection criteria for V/V applications. Debbi pulled the following information from Phase II communications:

Ex. 5 - Deliberative Process

Please let me know if you're fine with this selection method or provide your concerns NLT 10 am, Tuesday, May 30th.

Also, I sent a meeting invite for May 31st so we can start planning for V/V.

If you have any questions or concerns, please contact Debbi Hart on May 26th or me on May 30th.

Thanks and have a good, long weekend.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

To: Glazier, Kelly[Glazier.Kelly@epa.gov]; Jefferson, Gayle[Jefferson.Gayle@epa.gov]; Cox, Andrew[Cox.Andrew@epa.gov]; Kelty, Diane[Kelty.Diane@epa.gov]; Cunningham, Dennis[Cunningham.Dennis@epa.gov]; Mobashar, Mutahara[mobashar.mutahara@epa.gov]; Hardy, Michael[Hardy.Michael@epa.gov]
Cc: OARM Directors[OARM_Directors@epa.gov]
From: Ack, David
Sent: Thur 7/27/2017 1:56:58 PM
Subject: One Stop HQ Employee Separation Event for V/V

All,

OARM has scheduled an all-day one stop employee separation event for Wednesday, August 23, 2017 in the WJCS Room 2138. Tentative time is 8:00-5:30pm. We will need representatives from the Badging Office, Security (NSI Debrief and Credentials), Facilities, Transit Subsidy/Parking Subsidy/Parking Passes, SHEM, OITA (for passports) and the library. Please ensure that individuals from your organization have the appropriate authority are available to participate in this event.

Staff should bring a printed form 3110-1 which they will need to email to hrpayhelp@epa.gov to check the status of their leave balances, purchase cards and any other debts. They should email the form to cinwd_travel@epa.gov to terminate their travel card and ensure balances are zero.

We are expecting a representative from OITA for anyone that has passports, but be advised, staff with passports may have to report directly to OITA due to the sensitive nature and control procedures for passports. Please identify staff that will be able to be on hand to cover the entire day. I will be setting up a short meeting to go over the details with them. Please submit the names of your staff that will be supporting this event to ack.david@epa.gov by COB Friday, August 4th.

Regards,

David B. Ack, MPA

Business Process Improvement Coordinator

Lean Six Sigma Master Black Belt/OARM Lean Advocate

Office of Administration and Resources Management

Office of Resources, Operations and Management I/O

U.S. Environmental Protection Agency WJCN 3353H

1200 Pennsylvania Avenue NW

Washington, DC 20460

202-564-2885 (o)

Ex. 6 - Personal Privacy (C)

"A gentleman never makes himself the center of attention. His goal is to make life easier, not just for himself but for his friends, his acquaintances, and the world at large. Because he is a gentleman, he does not consider this a burden. Instead, it is a challenge he faces eagerly everyday."

To: Cunningham, Bisa[cunningham.bisa@epa.gov]; Brown, Wendy[brown.wendy@epa.gov]; Bell, Matthew[Bell.Matthew@epa.gov]
Cc: Gray, Linda[gray.linda@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Cooper, Marian
Sent: Wed 7/26/2017 8:48:12 PM
Subject: RE: OHR's Submission for the OARM Weekly- Week of July 27th

Thank you!

Marian Pechmann Cooper

Chief of Staff

Office of Administration and Resources Management

William Jefferson Clinton Federal Building-NORTH (3330)

Washington, DC 20460

office number -- 202 564-0620

office fax -- 202 564-0233



From: Cunningham, Bisa
Sent: Wednesday, July 26, 2017 4:46 PM
To: Cooper, Marian <Cooper.Marian@epa.gov>; Brown, Wendy <brown.wendy@epa.gov>; Bell, Matthew <Bell.Matthew@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: OHR's Submission for the OARM Weekly- Week of July 27th

Marian:

Please see update.

Bisa Cunningham

Director, Diversity, Recruitment, & Employee Services Division

Environmental Protection Agency

Office of Administration and Resources Management

Office of Human Resources, WJC North (Room 1402 Y/Z)

Office: 202-564-6635

Mobile: Ex. 6 - Personal Privacy

Email: Cunningham.Bisa@epa.gov

From: Cooper, Marian

Sent: Wednesday, July 26, 2017 4:39 PM

To: Brown, Wendy <brown.wendy@epa.gov>; Bell, Matthew <Bell.Matthew@epa.gov>

Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>;
Cunningham, Bisa <cunningham.bisa@epa.gov>

Subject: RE: OHR's Submission for the OARM Weekly- Week of July 27th

Wendy – thanks for the information. Can you please update the date below?

-

Upcoming Major Decisions

National Honor Awards- Acting Assistant Administrator Donna Vizian and OHR staff met with Chief of Staff Ryan Jackson on Thursday, April July 13, 2017, to brief him on the 2016 National Honor Awards Recommendations, Separately Paneled Awards and Appeals for Reconsideration. The 2016 National Honor Awards are pending approval of the Administrator.

-

Marian Pechmann Cooper

Chief of Staff

Office of Administration and Resources Management

William Jefferson Clinton Federal Building-NORTH (3330)

Washington, DC 20460

office number -- 202 564-0620

office fax -- 202 564-0233



From: Brown, Wendy

Sent: Wednesday, July 26, 2017 4:32 PM

To: Cooper, Marian <Cooper.Marian@epa.gov>; Bell, Matthew <Bell.Matthew@epa.gov>

Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>;
Cunningham, Bisa <cunningham.bisa@epa.gov>

Subject: OHR's Submission for the OARM Weekly- Week of July 27th

Marian/Matthew:

OHR's submission for the weekly.

Upcoming Hot Issues

Federal Employee Health Benefits Program Service Day -OHR will be hosting a FEHB Service Day on August 15, 2017, from 11:00 a.m.– 2:00 p.m. in WJC-East, Room B-316. FEHB Service Day provides employees with an opportunity to speak with their existing Federal Employee Health Benefits carriers to ask questions about their coverage, billing, or other matters. This Service Day also enables employees to obtain information about coverage and other benefits from other FEHB carriers. This a great opportunity to speak with FEHB carriers before the rush of Open Season in November to confirm that your existing health insurance is continuing to meet your needs.

The following health care providers will be onsite to assist employees:

- Aetna
- Care First/Blue Cross Blue Shield
- GEHA
- Kaiser Permanente
- Samba
- United Healthcare

PPTD Human Resources Council - The next meeting of the HRC will be convened on August 2, 2017, in the OHR Training Room located in WJC-E, Room B-314. Topics on the agenda include finalizing updates to the HRC's charter and identifying actions for the Council during FY18. Acting Deputy Administrator Mike Flynn will provide opening remarks focused on outlining HR expectations and priorities.

eOPF - eOPF is down due to the migration of servers at the Office of Personnel Management. This has an impact to the Shared Service Centers and their verification of Voluntary Early Retirement Authority/Voluntary Separation Incentive Payments eligibility for those that have applied.

Employee Viewpoint Survey - Meeting to be held during the week of July 31, between the EPA Office of Internal Communications and the Office of Administration and Resources Management communications lead, to review this year's EVS communications execution. Discussion will focus on what went right,

wrong and how the agency will prepare for next year's opportunities.

Upcoming Major Decisions

National Honor Awards- Acting Assistant Administrator Donna Vizian and OHR staff met with Chief of Staff Ryan Jackson on Thursday, April 13, 2017, to brief him on the 2016 National Honor Awards Recommendations, Separately Paneled Awards and Appeals for Reconsideration. The 2016 National Honor Awards are pending approval of the Administrator.

-

Past Week Accomplishments

Submitted Employee Viewpoint Survey questionnaire response to the Office of Personnel Management. Questionnaire seeks to prioritize aspects of the EVS and requested any additions or subtractions for future surveys.

VERA/VSIP: Successfully transitioned VERA/VSIP activities from OHR's role of business case development and approval to the SSC implementation role (application/processing).

Wendy C. Brown

Special Assistant to the Immediate Office

Office of Human Resources

U.S. Environmental Protection Agency

WJC North-5340-L

202-564-0909 office

Ex. 6 - Personal Privacy

mobile

Brown.Wendy@epa.gov

+

To: Cooper, Marian[Cooper.Marian@epa.gov]; Brown, Wendy[brown.wendy@epa.gov]; Bell, Matthew[Bell.Matthew@epa.gov]
Cc: Gray, Linda[gray.linda@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Cunningham, Bisa
Sent: Wed 7/26/2017 8:45:30 PM
Subject: RE: OHR's Submission for the OARM Weekly- Week of July 27th

Marian:

Please see update.

Bisa Cunningham

Director, Diversity, Recruitment, & Employee Services Division

Environmental Protection Agency

Office of Administration and Resources Management

Office of Human Resources, WJC North (Room 1402 Y/Z)

Office: 202-564-6635

Mobile: Ex. 6 - Personal Privacy

Email: Cunningham.Bisa@epa.gov

From: Cooper, Marian

Sent: Wednesday, July 26, 2017 4:39 PM

To: Brown, Wendy <brown.wendy@epa.gov>; Bell, Matthew <Bell.Matthew@epa.gov>

Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>;
Cunningham, Bisa <cunningham.bisa@epa.gov>

Subject: RE: OHR's Submission for the OARM Weekly- Week of July 27th

Wendy – thanks for the information. Can you please update the date below?

-

Upcoming Major Decisions

National Honor Awards- Acting Assistant Administrator Donna Vizian and OHR staff met with Chief of Staff Ryan Jackson on Thursday, April July 13, 2017, to brief him on the 2016 National Honor Awards Recommendations, Separately Paneled Awards and Appeals for Reconsideration. The 2016 National Honor Awards are pending approval of the Administrator.

-

Marian Pechmann Cooper

Chief of Staff

Office of Administration and Resources Management

William Jefferson Clinton Federal Building-NORTH (3330)

Washington, DC 20460

office number -- 202 564-0620

office fax -- 202 564-0233



From: Brown, Wendy

Sent: Wednesday, July 26, 2017 4:32 PM

To: Cooper, Marian <Cooper.Marian@epa.gov>; Bell, Matthew <Bell.Matthew@epa.gov>

Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>;
Cunningham, Bisa <cunningham.bisa@epa.gov>

Subject: OHR's Submission for the OARM Weekly- Week of July 27th

Marian/Matthew:

OHR's submission for the weekly.

Upcoming Hot Issues

Federal Employee Health Benefits Program Service Day -OHR will be hosting a FEHB Service Day on August 15, 2017, from 11:00 a.m.– 2:00 p.m. in WJC-East, Room B-316. FEHB Service Day provides employees with an opportunity to speak with their existing Federal Employee Health Benefits carriers to ask questions about their coverage, billing, or other matters. This Service Day also enables employees to obtain information about coverage and other benefits from other FEHB carriers. This a great opportunity to speak with FEHB carriers before the rush of Open Season in November to confirm that your existing health insurance is continuing to meet your needs.

The following health care providers will be onsite to assist employees:

- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ Aetna
- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ Care First/Blue Cross Blue Shield
- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ GEHA
- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ Kaiser Permanente
- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ Samba
- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ United Healthcare

PPTD Human Resources Council - The next meeting of the HRC will be convened on August 2, 2017, in the OHR Training Room located in WJC-E, Room B-314. Topics on the agenda include finalizing updates to the HRC's charter and

identifying actions for the Council during FY18. Acting Deputy Administrator Mike Flynn will provide opening remarks focused on outlining HR expectations and priorities.

eOPF - eOPF is down due to the migration of servers at the Office of Personnel Management. This has an impact to the Shared Service Centers and their verification of Voluntary Early Retirement Authority/Voluntary Separation Incentive Payments eligibility for those that have applied.

Employee Viewpoint Survey - Meeting to be held during the week of July 31, between the EPA Office of Internal Communications and the Office of Administration and Resources Management communications lead, to review this year's EVS communications execution. Discussion will focus on what went right, wrong and how the agency will prepare for next year's opportunities.

Upcoming Major Decisions

National Honor Awards- Acting Assistant Administrator Donna Vizian and OHR staff met with Chief of Staff Ryan Jackson on Thursday, April 13, 2017, to brief him on the 2016 National Honor Awards Recommendations, Separately Paneled Awards and Appeals for Reconsideration. The 2016 National Honor Awards are pending approval of the Administrator.

-

Past Week Accomplishments

Submitted Employee Viewpoint Survey questionnaire response to the Office of Personnel Management. Questionnaire seeks to prioritize aspects of the EVS and requested any additions or subtractions for future surveys.

VERA/VSIP: Successfully transitioned VERA/VSIP activities from OHR's role of business case development and approval to the SSC implementation role (application/processing).

Wendy C. Brown

Special Assistant to the Immediate Office

Office of Human Resources

U.S. Environmental Protection Agency

WJC North-5340-L

202-564-0909 office

Ex. 6 - Personal Privacy mobile

Brown.Wendy@epa.gov

+

To: Brown, Wendy[brown.wendy@epa.gov]; Bell, Matthew[Bell.Matthew@epa.gov]
Cc: Gray, Linda[gray.linda@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov];
Cunningham, Bisa[cunningham.bisa@epa.gov]
From: Cooper, Marian
Sent: Wed 7/26/2017 8:38:32 PM
Subject: RE: OHR's Submission for the OARM Weekly- Week of July 27th

Wendy – thanks for the information. Can you please update the date below?

-

Upcoming Major Decisions

National Honor Awards- Acting Assistant Administrator Donna Vizian and OHR staff met with Chief of Staff Ryan Jackson on Thursday, April 13, 2017, to brief him on the 2016 National Honor Awards Recommendations, Separately Paneled Awards and Appeals for Reconsideration. The 2016 National Honor Awards are pending approval of the Administrator.

-

Marian Pechmann Cooper

Chief of Staff

Office of Administration and Resources Management

William Jefferson Clinton Federal Building-NORTH (3330)

Washington, DC 20460

office number -- 202 564-0620

office fax -- 202 564-0233



From: Brown, Wendy
Sent: Wednesday, July 26, 2017 4:32 PM
To: Cooper, Marian <Cooper.Marian@epa.gov>; Bell, Matthew <Bell.Matthew@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>;
Cunningham, Bisa <cunningham.bisa@epa.gov>
Subject: OHR's Submission for the OARM Weekly- Week of July 27th

Marian/Matthew:

OHR's submission for the weekly.

Upcoming Hot Issues

Federal Employee Health Benefits Program Service Day -OHR will be hosting a FEHB Service Day on August 15, 2017, from 11:00 a.m.– 2:00 p.m. in WJC-East, Room B-316. FEHB Service Day provides employees with an opportunity to speak with their existing Federal Employee Health Benefits carriers to ask questions about their coverage, billing, or other matters. This Service Day also enables employees to obtain information about coverage and other benefits from other FEHB carriers. This a great opportunity to speak with FEHB carriers before the rush of Open Season in November to confirm that your existing health insurance is continuing to meet your needs.

The following health care providers will be onsite to assist employees:

- Aetna
- Care First/Blue Cross Blue Shield
- GEHA

- Kaiser Permanente
- Samba
- United Healthcare

PPTD Human Resources Council - The next meeting of the HRC will be convened on August 2, 2017, in the OHR Training Room located in WJC-E, Room B-314. Topics on the agenda include finalizing updates to the HRC's charter and identifying actions for the Council during FY18. Acting Deputy Administrator Mike Flynn will provide opening remarks focused on outlining HR expectations and priorities.

eOPF - eOPF is down due to the migration of servers at the Office of Personnel Management. This has an impact to the Shared Service Centers and their verification of Voluntary Early Retirement Authority/Voluntary Separation Incentive Payments eligibility for those that have applied.

Employee Viewpoint Survey - Meeting to be held during the week of July 31, between the EPA Office of Internal Communications and the Office of Administration and Resources Management communications lead, to review this year's EVS communications execution. Discussion will focus on what went right, wrong and how the agency will prepare for next year's opportunities.

Upcoming Major Decisions

National Honor Awards- Acting Assistant Administrator Donna Vizian and OHR staff met with Chief of Staff Ryan Jackson on Thursday, April 13, 2017, to brief him on the 2016 National Honor Awards Recommendations, Separately Paneled Awards and Appeals for Reconsideration. The 2016 National Honor Awards are pending approval of the Administrator.

-

Past Week Accomplishments

Submitted Employee Viewpoint Survey questionnaire response to the Office of Personnel Management. Questionnaire seeks to prioritize aspects of the EVS and requested any additions or subtractions for future surveys.

VERA/VSIP: Successfully transitioned VERA/VSIP activities from OHR's role of business case development and approval to the SSC implementation role (application/processing).

Wendy C. Brown

Special Assistant to the Immediate Office

Office of Human Resources

U.S. Environmental Protection Agency

WJC North-5340-L

202-564-0909 office

Ex. 6 - Personal Privacy mobile

Brown.Wendy@epa.gov

+

To: Cooper, Marian[Cooper.Marian@epa.gov]; Bell, Matthew[Bell.Matthew@epa.gov]
Cc: Gray, Linda[gray.linda@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov];
Cunningham, Bisa[cunningham.bisa@epa.gov]
From: Brown, Wendy
Sent: Wed 7/26/2017 8:31:54 PM
Subject: OHR's Submission for the OARM Weekly- Week of July 27th

Marian/Matthew:

OHR's submission for the weekly.

Upcoming Hot Issues

Federal Employee Health Benefits Program Service Day -OHR will be hosting a FEHB Service Day on August 15, 2017, from 11:00 a.m.– 2:00 p.m. in WJC-East, Room B-316. FEHB Service Day provides employees with an opportunity to speak with their existing Federal Employee Health Benefits carriers to ask questions about their coverage, billing, or other matters. This Service Day also enables employees to obtain information about coverage and other benefits from other FEHB carriers. This a great opportunity to speak with FEHB carriers before the rush of Open Season in November to confirm that your existing health insurance is continuing to meet your needs.

The following heath care providers will be onsite to assist employees:

- Aetna
- Care First/Blue Cross Blue Shield
- GEHA
- Kaiser Permanente
- Samba
- United Healthcare

PPTD Human Resources Council - The next meeting of the HRC will be convened on August 2, 2017, in the OHR Training Room located in WJC-E, Room B-314. Topics on the agenda include finalizing updates to the HRC's charter and identifying actions for the Council during FY18. Acting Deputy Administrator Mike Flynn will provide opening remarks focused on outlining HR expectations and priorities.

eOPF - eOPF is down due to the migration of servers at the Office of Personnel Management. This has an impact to the Shared Service Centers and their verification of Voluntary Early Retirement Authority/Voluntary Separation Incentive Payments eligibility for those that have applied.

Employee Viewpoint Survey - Meeting to be held during the week of July 31, between the EPA Office of Internal Communications and the Office of Administration and Resources Management communications lead, to review this year's EVS communications execution. Discussion will focus on what went right, wrong and how the agency will prepare for next year's opportunities.

Upcoming Major Decisions

National Honor Awards- Acting Assistant Administrator Donna Vizian and OHR staff met with Chief of Staff Ryan Jackson on Thursday, April 13, 2017, to brief him on the 2016 National Honor Awards Recommendations, Separately Paneled Awards and Appeals for Reconsideration. The 2016 National Honor Awards are pending approval of the Administrator.

-

Past Week Accomplishments

Submitted Employee Viewpoint Survey questionnaire response to the Office of Personnel Management. Questionnaire seeks to prioritize aspects of the EVS and requested any additions or subtractions for future surveys.

VERA/VSIP: Successfully transitioned VERA/VSIP activities from OHR's role of business case development and approval to the SSC implementation role (application/processing).

Wendy C. Brown

Special Assistant to the Immediate Office

Office of Human Resources

U.S. Environmental Protection Agency

WJC North-5340-L

202-564-0909 office

Ex. 6 - Personal Privacy mobile

Brown.Wendy@epa.gov

+

To: Ack, David[Ack.David@epa.gov]
Cc: Cox, Andrew[Cox.Andrew@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Kelty, Diane
Sent: Wed 7/26/2017 5:17:29 PM
Subject: VERA/VSIP - Upcoming Checkout Fair

Hi David –

I understand you are OARM's POC on check-out fairs for employees departing under VERA/VSIP. We have given our folks a heads up. Can you keep Andrew and I in the loop on plans and what OARM needs from OCFO to support the check-out process?

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks,

Diane

To: Franklin, Bruce[Franklin.Bruce@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Carter, Rick[Carter.Rick@epa.gov]; Collins, BJ[Collins.BJ@epa.gov]; Cooper, Marian[Cooper.Marian@epa.gov]; Gray, Linda[gray.linda@epa.gov]; Hardy, Michael[Hardy.Michael@epa.gov]; Helm, Arron[Helm.Arron@epa.gov]; Hitchens, Lynnann[hitchens.lynnann@epa.gov]; Avila, Aaron[avila.aaron@epa.gov]; Legare, Pamela[Legare.Pamela@epa.gov]; Neal, Kerry[neal.kerry@epa.gov]; Noga, Vaughn[Noga.Vaughn@EPA.GOV]; Patrick, Kimberly[Patrick.Kimberly@epa.gov]; Petrole, Maryann[Petrole.Maryann@epa.gov]; Polk, Denise[Polk.Denise@epa.gov]; Scola, Jennifer[Scola.Jennifer@epa.gov]; Showman, John[Showman.John@epa.gov]
Cc: Jablonski, Janice[jablonski.janice@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]; Showman, John[Showman.John@epa.gov]
From: Hitchens, Lynnann
Sent: Thur 4/20/2017 5:19:32 PM
Subject: Background information for OD's meeting

Folks – Since I am going to be out of the office the rest of the week, Jan is going to send the background information that we discussed at today's OD's meeting.

- 1) List of HR initiators across OARM. We are assuming that this is the cadre of folks that have some HR transactional work (excluding Cincinnati and RTP).
- 2) List of FCOs across OARM.
- 3) List of IM/IT personnel from the recent analysis done for the OARM Governance activities.
- 4) The 2014 VERA/VSIP package.

Lynnann Hitchens

Acting Director, Office of Resources, Operations and Management

Office of Administration and Resources Management

P: 202-564-3184

M: **Ex. 6 - Personal Privacy**

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/19/2017 9:50:10 PM
To: Corbett, Krysti [Corbett.Krysti@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Patterson, Nicole [Patterson.Nicole@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]
Subject: **Ex. 3 - Statutory**

Ex. 3 - Statutory

> On Apr 19, 2017, at 5:05 PM, Corbett, Krysti <Corbett.Krysti@epa.gov> wrote:
>

Ex. 3 - Statutory

>
> Krysti Corbett
> Director
> Labor and Employee Relations Division
> Desk Phone: (202) 564-6295
> Mobile: **Ex. 6 - Personal Privacy**
> corbett.krysti@epa.gov<mailto:corbett.krysti@epa.gov>
>
> From: Corbett, Krysti
> Sent: Wednesday, April 19, 2017 4:48 PM
> To: **Ex. 3 - Statutory**
> Cc: Patterson, Nicole <Patterson.Nicole@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; **Ex. 3 - Statutory**
> Subject: **Ex. 3 - Statutory**
>

Ex. 3 - Statutory

>
> Krysti Corbett
> Director
> Labor and Employee Relations Division
> Desk Phone: (202) 564-6295
> Mobile: **Ex. 6 - Personal Privacy**
> corbett.krysti@epa.gov<mailto:corbett.krysti@epa.gov>
>
> From: Patterson, Nicole
> Sent: Wednesday, April 19, 2017 9:55 AM
> To: Coomber, Robert <coomber.robert@epa.gov<mailto:coomber.robert@epa.gov>>; Corbett, Krysti
<Corbett.Krysti@epa.gov<mailto:Corbett.Krysti@epa.gov>>
> Subject: **Ex. 3 - Statutory**
>
>

Ex. 3 - Statutory

> From: **Ex. 3 - Statutory**
> Sent: Wednesday, April 19, 2017 9:37 AM
> To: **Ex. 3 - Statutory**
> Cc: **Ex. 3 - Statutory**

Ex. 3 - Statutory

> Subject: **Ex. 3 - Statutory**
>

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

To: Gray, Linda[gray.linda@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]
Cc: Patterson, Nicole[Patterson.Nicole@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]
From: Corbett, Krysti
Sent: Wed 4/19/2017 9:05:26 PM
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Krysti Corbett

Director

Labor and Employee Relations Division

Desk Phone: (202) 564-6295

Mobile: **Ex. 6 - Personal Privacy**

corbett.krysti@epa.gov

From: Corbett, Krysti

Sent: Wednesday, April 19, 2017 4:48 PM

To: [REDACTED] **Ex. 3 - Statutory**

Cc: Patterson, Nicole <Patterson.Nicole@epa.gov>; Coomber, Robert
<coomber.robert@epa.gov>; [REDACTED] **Ex. 3 - Statutory**

Subject: [REDACTED] **Ex. 3 - Statutory**

Ex. 3 - Statutory

Ex. 3 - Statutory

Krysti Corbett

Director

Labor and Employee Relations Division

Desk Phone: (202) 564-6295

Mobile: **Ex. 6 - Personal Privacy**

corbett.krysti@epa.gov

From: Patterson, Nicole

Sent: Wednesday, April 19, 2017 9:55 AM

To: Coomber, Robert <coomber.robert@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>

Subject: **Ex. 3 - Statutory**

From: **Ex. 3 - Statutory**

Sent: Wednesday, April 19, 2017 9:51 AM

To: **Ex. 3 - Statutory**

Cc: **Ex. 3 - Statutory**

Ex. 3 - Statutory

Subject: **Ex. 3 - Statutory**

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

From: Ex. 3 - Statutory

Sent: Wednesday, April 19, 2017 9:37 AM

To: Ex. 3 - Statutory

Cc: Ex. 3 - Statutory

Ex. 3 - Statutory

Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

On Apr 13, 2017, at 6:01 PM,

Ex. 3 - Statutory

wrote:

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 5/9/2017 10:49:17 PM
To: Heard, Anne [Heard.Anne@epa.gov]; 2017HQfirstassistants [2017HQfirstassistants@epa.gov]; 2017Regionfirstassistants [2017Regionfirstassistants@epa.gov]
CC: DAA-Career [DAACareer@epa.gov]; DRA [DRA@epa.gov]; ARA [ARA@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: RE: Potential V/V Themes

Hi Anne – I apologize for the delay. R9 is the only regional submission. I did not read it as a submission on behalf of the regions.

Have a good evening.
Donna

From: Heard, Anne
Sent: Tuesday, May 09, 2017 9:48 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>; 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Potential V/V Themes

Donna,

On the chart below does R9 represent a compilation of all regions? Thank you for sharing. VAH

From: Vizian, Donna
Sent: Monday, May 8, 2017 6:27 PM
To: 2017HQfirstassistants <2017HQfirstassistants@epa.gov>; 2017Regionfirstassistants <2017Regionfirstassistants@epa.gov>
Cc: DAA-Career <DAACareer@epa.gov>; DRA <DRA@epa.gov>; ARA <ARA@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Potential V/V Themes

Hi Everyone – hot off the press, attached are the proposals send in by each office. Also, below is a summary.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

To: Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Brown, Wendy
Sent: Tue 5/9/2017 8:37:43 PM
Subject: RE: Agenda for OHR Division Directors Meeting on May 10, 2017

Afternoon Wes,

I am schedule to TW tomorrow. I was not aware that Terrence and I would be included in the OHR Leadership Team agenda. Since we still need to meet with two other groups (ERD and Patrick Yellin), I thought our next meeting would be reporting out to Linda.

If you need anything from me, let me know.

BTW- I plan to be online from 6:30-3pm.

Wendy

From: Carpenter, Wesley
Sent: Tuesday, May 09, 2017 1:53 PM
To: Corbett, Krysti <Corbett.Krysti@epa.gov>; Cunningham, Bisa <cunningham.bisa@epa.gov>; Hembrey, Cheri <Hembrey.Cheri@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Moore, Bobby <Moore.Bobby@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Foster, Simona <foster.simona@epa.gov>; Burbach, Joseph <burbach.joseph@epa.gov>; Jackson, Terrence <Jackson.Terrence@epa.gov>; Brown, Wendy <brown.wendy@epa.gov>
Subject: Agenda for OHR Division Directors Meeting on May 10, 2017

DDs/PMS Director:

In anticipation of the OHR DD meeting tomorrow, I am providing you the following agenda for your review and reference:

- [REDACTED] Welcome & Opening Remarks – Linda
- [REDACTED] Survey Results – Linda/Wendy
- [REDACTED] Workforce Reshaping/Restructuring Follow-up – VERA/VSIP, Performance Plan – Linda/Wes
- [REDACTED] Strategic Plan/Paper Discussion – Joe/Wes
- [REDACTED] Contracts Update – Wes/Wendy/Terrence
- [REDACTED] 2017 OARM Honor Awards – Wes
- [REDACTED] PIC Tour – Joanne Amorosi
- [REDACTED] Lunch – All OHR Managers (TBD)
- [REDACTED] OARM Ice Cream Social – All OHR Managers

Please let me know if you have any questions. Thanks.

Wesley J. Carpenter

Deputy Director, EPA's Office of Human Resources

Tel. No.: 202-564-2019

Cell Phone: [REDACTED] Ex. 6 - Personal Privacy

E-mail: carpenter.wesley@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 5/9/2017 7:38:15 PM
To: Helm, Arron [Helm.Arron@epa.gov]; Carter, Rick [Carter.Rick@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Hitchens, Lynnann [hitchens.lynnann@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]
Subject: Follow-Up on Safe Positions
Attachments: VSIP request template FINAL.pdf; Question about internal merit promotion and safe positions

Arron/Rick,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thoughts?

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

To: Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Peabody, Hitch
Sent: Tue 5/9/2017 6:42:48 PM
Subject: RE: Agenda for OHR Division Directors Meeting on May 10, 2017

Ah! Thanks for clarifying.

From: Carpenter, Wesley
Sent: Tuesday, May 09, 2017 2:41 PM
To: Peabody, Hitch <Peabody.Hitch@epa.gov>
Subject: RE: Agenda for OHR Division Directors Meeting on May 10, 2017

We are touring the PIC at 10:45 a.m. tomorrow.

From: Peabody, Hitch
Sent: Tuesday, May 09, 2017 1:57 PM
To: Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: Agenda for OHR Division Directors Meeting on May 10, 2017

What happened to going on a tour of the EPA exhibit at 8:30? Are we still doing that? I thought that Karen had vaguely hinted at some all morning activity that would lead into lunch. No?

From: Carpenter, Wesley
Sent: Tuesday, May 09, 2017 1:53 PM
To: Corbett, Krysti <Corbett.Krysti@epa.gov>; Cunningham, Bisa <cunningham.bisa@epa.gov>; Hembrey, Cheri <Hembrey.Cheri@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Moore, Bobby <Moore.Bobby@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Foster, Simona <foster.simona@epa.gov>; Burbach, Joseph <burbach.joseph@epa.gov>; Jackson, Terrence <Jackson.Terrence@epa.gov>; Brown, Wendy <brown.wendy@epa.gov>
Subject: Agenda for OHR Division Directors Meeting on May 10, 2017

DDs/PMS Director:

In anticipation of the OHR DD meeting tomorrow, I am providing you the following agenda for your review and reference:

- [REDACTED] Welcome & Opening Remarks – Linda
- [REDACTED] Survey Results – Linda/Wendy
- [REDACTED] Workforce Reshaping/Restructuring Follow-up – VERA/VSIP, Performance Plan – Linda/Wes
- [REDACTED] Strategic Plan/Paper Discussion – Joe/Wes
- [REDACTED] Contracts Update – Wes/Wendy/Terrence
- [REDACTED] 2017 OARM Honor Awards – Wes
- [REDACTED] PIC Tour – Joanne Amorosi
- [REDACTED] Lunch – All OHR Managers (TBD)
- [REDACTED] OARM Ice Cream Social – All OHR Managers

Please let me know if you have any questions. Thanks.

Wesley J. Carpenter

Deputy Director, EPA's Office of Human Resources

Tel. No.: 202-564-2019

Cell Phone: [REDACTED] Ex. 6 - Personal Privacy

E-mail: carpenter.wesley@epa.gov

To: Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Peabody, Hitch
Sent: Tue 5/9/2017 5:57:09 PM
Subject: RE: Agenda for OHR Division Directors Meeting on May 10, 2017

What happened to going on a tour of the EPA exhibit at 8:30? Are we still doing that? I thought that Karen had vaguely hinted at some all morning activity that would lead into lunch. No?

From: Carpenter, Wesley
Sent: Tuesday, May 09, 2017 1:53 PM
To: Corbett, Krysti <Corbett.Krysti@epa.gov>; Cunningham, Bisa <cunningham.bisa@epa.gov>; Hembrey, Cheri <Hembrey.Cheri@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Moore, Bobby <Moore.Bobby@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Foster, Simona <foster.simona@epa.gov>; Burbach, Joseph <burbach.joseph@epa.gov>; Jackson, Terrence <Jackson.Terrence@epa.gov>; Brown, Wendy <brown.wendy@epa.gov>
Subject: Agenda for OHR Division Directors Meeting on May 10, 2017

DDs/PMS Director:

In anticipation of the OHR DD meeting tomorrow, I am providing you the following agenda for your review and reference:

- Welcome & Opening Remarks – Linda
- Survey Results – Linda/Wendy
- Workforce Reshaping/Restructuring Follow-up – VERA/VSIP, Performance Plan – Linda/Wes
- Strategic Plan/Paper Discussion – Joe/Wes
- Contracts Update – Wes/Wendy/Terrence
- 2017 OARM Honor Awards – Wes

- [REDACTED] PIC Tour – Joanne Amorosi
- [REDACTED] Lunch – All OHR Managers (TBD)
- [REDACTED] OARM Ice Cream Social – All OHR Managers

Please let me know if you have any questions. Thanks.

Wesley J. Carpenter

Deputy Director, EPA's Office of Human Resources

Tel. No.: 202-564-2019

Cell Phone: [REDACTED] Ex. 6 - Personal Privacy

E-mail: carpenter.wesley@epa.gov

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 4/18/2017 1:00:53 PM
To: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
CC: Dean, StevenB [Dean.StevenB@epa.gov]
Subject: RE: LMS update--

Linda asked for it-- I thought part of your Tuesday meeting with John/Donna but clearly now that meeting is being overtaken by events.

-----Original Message-----

From: Carpenter, Wesley
Sent: Tuesday, April 18, 2017 8:16 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: LMS update--

Debbi:

I do not have anything on the calendar. Who scheduled the meeting? I can discuss with Linda when I talk to her on the phone about availability on her schedule today. She is teleworking.

Wes

-----Original Message-----

From: Hart, Debbi
Sent: Tuesday, April 18, 2017 8:02 AM
To: Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: LMS update--

Is that still on? What time? Or is it being taken over by V/V? D

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 3/28/2017 12:11:42 PM
To: Coogan, Daniel [Coogan.Daniel@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: FY18activity_HumanResources 3-28-17.docx
Attachments: FY18activity_HumanResources 3-28-17.docx

Dan,

Here are our updated changes. In our initial submission, we listed EAP in the continue to do category as it a statutory requirement. The EAP needs to be added back to the continue to do category.

To: Gray, Linda[gray.linda@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Carter, Rick[Carter.Rick@epa.gov]; Helm, Arron[Helm.Arron@epa.gov]; Collins, BJ[Collins.BJ@epa.gov]
Cc: Showman, John[Showman.John@epa.gov]; Hitchens, Lynnann[hitchens.lynnann@epa.gov]
From: Coogan, Daniel
Sent: Mon 3/27/2017 9:25:12 PM
Subject: FY 2018 Activities Paper
[FY18activity_HumanResources.docx](#)

All, attached is the updated HR Activity paper, which takes into account feedback from our call with the regions today. Please review and send me any edits/ concerns you have. I've included two comments looking for a little more background on the HRC and NPC. My goal is to get something out to the regions for review by 1pm tomorrow.

Dan

Director, Resources, Analysis and Planning Division

Office of Resources, Operations and Management, OARM

o: 202-564-1862

c: Ex. 6 - Personal Privacy

[OARM Budget SharePoint Site](#)

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/14/2017 6:00:32 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Showman, John [Showman.John@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Gantt, Melissa [Gantt.Melissa@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Vizian, Donna [Vizian.Donna@epa.gov]
Subject: RE: V/V

Debbi,

Thank you to you and your team for all of your hard work on this.

Enjoy your weekend!

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hart, Debbi
Sent: Friday, April 14, 2017 1:56 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gantt, Melissa <Gantt.Melissa@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: FW: V/V
Importance: High

Re-sending COS information from this morning combined with the V/V chart and excerpt on themes from the V/V Impact Report that I sent this afternoon. Now you have it all except for the compiled one-page summaries from all Round 1 and 2 submissions. Loretta will deliver that on Monday. Happy Easter! Debbi

From: Hart, Debbi
Sent: Friday, April 14, 2017 10:47 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: V/V
Importance: High

I've attached a couple of example Mass Mailers released by Bob P. when we initiated Round 1 of V/V.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please

review and let me know if that will work. Not sure what your timeframe question means, so clarify if possible. As always let me know if there are questions. Thanks. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Vizian, Donna
Sent: Thursday, April 13, 2017 5:09 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Cc: Showman, John <[Showman.John@epa.gov](mailto>Showman.John@epa.gov)>
Subject: V/V

Hi – had a meeting with the COS today on this.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks much.

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 4/14/2017 5:56:13 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Gantt, Melissa [Gantt.Melissa@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: FW: V/V
Attachments: MassMailerVVAannouncementDec2013.docx; All Hands MessagesVV Update Feb2014.docx; MassMailer HooksOARM March2014.docx; OARM VV communication to OA Employees Round 1 Feb2014.docx; ORD VV Summary.docx; Copy of V V Summary Rounds 1and2 4 10 15.xlsx; Theme Excerpt from V-V Impact Report.docx

Importance: High

Re-sending COS information from this morning combined with the V/V chart and excerpt on themes from the V/V Impact Report that I sent this afternoon. Now you have it all except for the compiled one-page summaries from all Round 1 and 2 submissions. Loretta will deliver that on Monday. Happy Easter! Debbi

From: Hart, Debbi
Sent: Friday, April 14, 2017 10:47 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: RE: V/V
Importance: High

I've attached a couple of example Mass Mailers released by Bob P. when we initiated Round 1 of V/V.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please

review and let me know if that will work. Not sure what your timeframe question means, so clarify if possible. As always let me know if there are questions. Thanks. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Vizian, Donna
Sent: Thursday, April 13, 2017 5:09 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Cc: Showman, John <Showman.John@epa.gov>
Subject: V/V

Hi – had a meeting with the COS today on this.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks much.

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 4/14/2017 5:35:56 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Showman, John [Showman.John@epa.gov]
Subject: Excerpt from V/V Impact Report--
Attachments: Copy of V V Summary Rounds 1and2 4 10 15.xlsx

This should help with understanding the themes.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Schreefer, Kenneth [Schreefer.Kenneth@epa.gov]
Sent: 7/25/2017 3:26:46 PM
To: Acquisti, Heidi [Acquisti.Heidi@epa.gov]; Alapati, Joan [Alapati.Joan@epa.gov]; Allen, Reginald [Allen.Reginald@epa.gov]; Allen, Tania [Allen.Tania@epa.gov]; Anthony, Sherri [Anthony.Sherri@epa.gov]; Atkinson, Ryan [Atkinson.Ryan@epa.gov]; Baez, Julissa [baez.julissa@epa.gov]; Bailey, Lydia [bailey.lydia@epa.gov]; Bailey, Rhonda [Bailey.Rhonda@epa.gov]; Barber, Anthony [Barber.Anthony@epa.gov]; Benoit, Peggy Ann [Benoit.Peggy@epa.gov]; Bonner, Jerome [Bonner.Jerome@epa.gov]; Bradish, Tracey [bradish.tracey@epa.gov]; Branch, Rebecca [Branch.Rebecca@epa.gov]; Braxton, Marilyn [Braxton.Marilyn@epa.gov]; Breneman, Sara [breneman.sara@epa.gov]; Brown, Rohn [brown.rohn@epa.gov]; Brown, Wendy [brown.wendy@epa.gov]; Burbach, Joseph [burbach.joseph@epa.gov]; Burrows, Eileen [BURROWS.EILEEN@EPA.GOV]; Burt, Cynthia [Burt.Cynthia@epa.gov]; Butler, Lorraine [Butler.Lorraine@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Carter, Pamela [Carter.Pamela@epa.gov]; Castaneda, John [castaneda.john@epa.gov]; Cherry, Katrina [Cherry.Katrina@epa.gov]; Christian, Pamela [Christian.Pamela@epa.gov]; Church, Stacey [Church.Stacey@epa.gov]; Collier, Darrel [collier.darrel@epa.gov]; Collins, BJ [Collins.BJ@epa.gov]; Corbett, Krysti [Corbett.Krysti@epa.gov]; Cunningham, Bisa [cunningham.bisa@epa.gov]; Cunningham, Dennis [Cunningham.Dennis@epa.gov]; Cutrona, Jennifer [jennifer.cutrona@csra.com]; Datcher, Dawn [Datcher.Dawn@epa.gov]; Davis, Cathy [Davis.Cathy@epa.gov]; Alexandra.deSibour@csra.com; Drummond, Shawn [Drummond.Shawn@epa.gov]; Dubbs, Kimberly [Dubbs.Kimberly@epa.gov]; Dunbar, Danielle [dunbar.danielle@epa.gov]; Embry, Euleashia [embry.euleashia@epa.gov]; Engebretson, Elizabeth [Engebretson.Lizabeth@epa.gov]; Erickson, Amber [Erickson.Amber@epa.gov]; Feeley, James [Feeley.James@epa.gov]; Fowler, Joshua [Fowler.Joshua@epa.gov]; Fraser, Scott [Fraser.Scott@epa.gov]; Freggens, Barbara [Freggens.Barbara@epa.gov]; Graf, Kate [Graf.Kate@epa.gov]; Graubard, Sophia [Graubard.Sophia@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Gray, Richard [Gray.Richard@epa.gov]; Gueriguian, Leo [Gueriguian.Leo@epa.gov]; Gutshall, Renee [Gutshall.Renee@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Harvard, Stephanie [Harvard.Stephanie@epa.gov]; Helm, Arron [Helm.Arron@epa.gov]; Hembrey, Cheri [Hembrey.Cheri@epa.gov]; Hill, Troy [Hill.Troy@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Jablonski, Janice [jablonski.janice@epa.gov]; Jackson, Terrence [Jackson.Terrence@epa.gov]; Jefferies, Alan [Jefferies.Alan@epa.gov]; Jimenez, Elaine [Jimenez.Elaine@epa.gov]; Johnson, StacyD [Johnson.StacyD@epa.gov]; Jones, Laura [Jones.Laura@epa.gov]; Kaplan, Heidi [Kaplan.Heidi@epa.gov]; Kavanagh, Erica [kavanagh.eric@epa.gov]; Kelty, Diane [Kelty.Diane@epa.gov]; Kemp, Lachala [Kemp.Lachala@epa.gov]; Kitamura, Louise [Kitamura.Louise@epa.gov]; Kloc, Daniel [kloc.daniel@epa.gov]; Kutzke, Julie [Kutzke.Julie@epa.gov]; Lane, Vicki [Lane.Vicki@epa.gov]; Lattimore, Kraig [lattimore.kraig@epa.gov]; Lee, Andrea [Lee.Andrea@epa.gov]; Lee, Terry [lee.terry@epa.gov]; Lemley, Lauren [Lemley.Lauren@epa.gov]; Lesperance, Twanna [Lesperance.Twanna@epa.gov]; Maher, Karen [Maher.Karen@epa.gov]; Mairose, Sue [Mairose.Sue@epa.gov]; Margolies, Jennifer [Margolies.Jennifer@epa.gov]; Marlinga, Richard [marlinga.richard@epa.gov]; Martinez, Doris [Martinez.Doris@epa.gov]; Martinez, Gwendolyn [Martinez.Gwendolyn@epa.gov]; McClendon, Michelle [McClendon.Michelle@epa.gov]; McKnight, Giovanna [McKnight.Giovanna@epa.gov]; McManus, Catharine [mcmanus.catharine@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]; Mick, David [Mick.David@epa.gov]; Miles, Ramona [Miles.Ramona@epa.gov]; Milton, Laura [Milton.Laura@epa.gov]; Monroe, Scott [Monroe.Scott@epa.gov]; Moore, Bobby [Moore.Bobby@epa.gov]; Moore, Gina [Moore.Gina@EPA.GOV]; Nero, Yolanda [Nero.Yolanda@epa.gov]; Ng, Geoffrey [Ng.Geoffrey@epa.gov]; Nieves, Michael [Nieves.Michael@epa.gov]; Ocampo, William [Ocampo.William@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Pastalove, Barbara [Pastalove.Barbara@epa.gov]; Peabody, Hitch [Peabody.Hitch@epa.gov]; Peters, Dana [Peters.Dana@epa.gov]; Poulson, Benjamin [Poulson.Benjamin@epa.gov]; Price, Patricia [price.patricia@epa.gov]; Roberts, Suzanne [Roberts.Suzanne@epa.gov]; Rodriguez, Ray [Rodriguez.Ray@epa.gov]; Rubel, Robert [Rubel.Robert@epa.gov]; Ryans, Denise [Ryans.Denise@epa.gov]; Sanders, Amy [Sanders.Amy@epa.gov]; Sawyer, Rena [sawyer.rena@epa.gov]; Schwartz, Barbara [Schwartz.Barbara@epa.gov]; Shanahan, Katherine [Shanahan.Katherine@epa.gov]; Shepherd, Jackie [Shepherd.Jackie@epa.gov]; Smith, Susan [Smith.Susan@epa.gov]; Smith, Veronica [Smith.Veronica@epa.gov]; Soward, Ruth-Alene [Soward.Ruth-Alene@epa.gov]; Stanton, Rachel [stanton.rachel@epa.gov]; Stevens, Robert [Stevens.Robert@epa.gov]; Storm, Derrick [storm.derrick@epa.gov]; Taylor, Jeremy [Taylor.Jeremy@epa.gov]; Taylor-Smith, Chonette [taylor-smith.chonette@epa.gov]; Terrell, Piyachat [Terrell.Piyachat@epa.gov]; Thomas, Cheryl [Thomas.Cheryl@epa.gov]; Tillmon, Sheneka [tillmon.sheneka@epa.gov]; Torrez, Alfredo [Torrez.Alfredo@epa.gov]; Vaughan, Pat [Vaughan.Pat@epa.gov]; Weller, Gregory [weller.gregory@epa.gov]; White, Tracy [White.Tracy@epa.gov]; Williams, Delphine D. [Williams.Delphine@epa.gov]; Willig, Jeanine [willig.jeanine@epa.gov]; Woodard, Cynthia [Woodard.Cynthia@epa.gov]; Wootson, Renee

[Wootson.Renee@epa.gov]; Wright, John [wright.john@epa.gov]; Young, Brenda [young.brenda@epa.gov]; Young, Debbie [young.debbie@epa.gov]; Young, Robbie [Young.Robbie@epa.gov]
CC: Fraser, Scott [Fraser.Scott@epa.gov]; Kitamura, Louise [Kitamura.Louise@epa.gov]; Glazier, Kelly [Glazier.Kelly@epa.gov]
Subject: July 20, 2017 HR Community Call Meeting Notes
Attachments: 20170720 Human Resources Community Call.docx

Attached are the July 20, 2017 HR Community Call Meeting Notes.

Kenneth W. Schreefer
Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

HUMAN RESOURCES COMMUNITY CALL

Meeting Minutes
July 20, 2017
1:30 PM – 2:30 PM

Location: WJC North 5340

Ex. 6 - Personal Privacy

The next HR Community Call will be Thursday, August 3 from 1:30-2:30PM EST

Send topics for next meeting to Ken Schreefer at Office_of_Human_Resources@epa.gov;
Schreefer.Kenneth@epa.gov

Discussion Topics:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

3. *VERA/VSIP Timeline Update and eOPF*, SSC Directors, CIN/LV/RTP

- The VERA/VSIP notices have been sent to employees. Ex. 5 - Deliberative Process have entered their information into the intake system. Because of the eOPF system impacts, the SSC cannot look at the eligibility of the employees who have applied. An adjusted schedule/timeline has been developed based on the impacts to the HROs, PMOs and regional HR offices. BJ Collins sent out an email notice with the adjusted timelines. This timeline is based on the premise that eOPF comes back online within the proposed timeline. The SSCs have developed a workaround for checking eligibility until the system is viewable. The SSC will ask employees who have applied to download their records and have then to a secured location that only the SSC can access. Only employees who have applied will be able to upload their records documents, they will not be able to edit or open anything else; only the SSC will be able to view. The SSCs are going to test the instructions for this work around before communications are sent to employees. Additional information will be released once the SSCs have tested the instructions.
- The SSCs are working with OARM and OEI to develop a drive for each of the SSCs so employees will be able to upload their documents. OEI and OARM are working to make sure the system is secure for those at the SSC who access.
- The SSC will be asking employees to download a copy of eOPF and the documents will be constantly monitored for their security; employees will be told their documents have been received because SSCs know how sensitive this information is and that it needs to be secured at all times. This is an optional contingency and if employees have security concerns they can wait. If SSCs cannot review employee files, they may be rushing to process these requests. SSCs would like the HR Community to endorse this workaround process over the secure network.
- Once the eOPF system does become viable, all the records will be deleted in the file for the workaround.
- Please make employees aware that the schedule has changed and the date has moved

to August 9 for notification. It is up to each office how they decide to notify employees of this change in schedule.

- The MOU has not been signed, and the national level memo has not been sent out, but SSCs are working on that. The national memo will also go to the Unions for notification.
- Until eligibility determinations have been made, do not share specific employee names, but numbers of applicants can be shared.

Ex. 5 - Deliberative Process

In Attendance:

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

To: Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Ack, David
Sent: Tue 7/25/2017 11:02:14 AM
Subject: Automatic reply: Employee Rapid Exit VERA/VSIP

I will be out of the office for part of the day today starting at 9am, I will have limited access to email and phone.

(c) **Ex. 6 - Personal Privacy**

To: Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Ack, David
Sent: Tue 7/25/2017 10:43:22 AM
Subject: Employee Rapid Exit VERA/VSIP

Wes,

I have the OGD conference room reserved for Wednesday August 23 for an employee rapid exit processing date. I don't know if we need at least one more day prior to that one or after since everyone that accepts the early out has to be off the books by Friday Sept. 1. I am going to send out an email to the identified organizations (SMD, OITA, OECA, etc) to see if they can identify employees that will be available all day to assist.

Regards,

David B. Ack, MPA

Business Process Improvement Coordinator

Lean Six Sigma Master Black Belt/OARM Lean Advocate

Office of Administration and Resources Management

Office of Resources, Operations and Management I/O

U.S. Environmental Protection Agency WJCN 3353H

1200 Pennsylvania Avenue NW

Washington, DC 20460

202-564-2885 (o)

Ex. 6 - Personal Privacy (c)

"A gentleman never makes himself the center of attention. His goal is to make life easier, not just for himself but for his friends, his acquaintances, and the world at large. Because he is a gentleman, he does not consider this a burden. Instead, it is a challenge he faces eagerly everyday."

Message

From: Bell, Matthew [Bell.Matthew@epa.gov]
Sent: 7/24/2017 7:55:21 PM
To: Amorosi, Joanne [Amorosi.Joanne@epa.gov]; Biro, Susan [Biro.Susan@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Carter, Rick [Carter.Rick@epa.gov]; Collins, BJ [Collins.BJ@epa.gov]; Cooper, Marian [Cooper.Marian@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Hardy, Michael [Hardy.Michael@epa.gov]; Helm, Arron [Helm.Arron@epa.gov]; Hitchens, Lynnann [hitchens.lynnann@epa.gov]; Lead Judge EAB [Lead_Judge_EAB@epa.gov]; Legare, Pamela [Legare.Pamela@epa.gov]; Neal, Kerry [neal.kerry@epa.gov]; Noga, Vaughn [Noga.Vaughn@EPA.GOV]; Patrick, Kimberly [Patrick.Kimberly@epa.gov]; Petrole, Maryann [Petrole.Maryann@epa.gov]; Polk, Denise [Polk.Denise@epa.gov]; Scola, Jennifer [Scola.Jennifer@epa.gov]
Subject: OARM Weekly Report: Items Request - Due COB Wednesday
Attachments: Office of Administration and Resources Management.weekly 7.20.17.docx

Good Morning,

Please send Marian and me your office's response for this week's OARM report by COB Wednesday. Each news worthy item should be a short, concise and non-bureaucratic paragraph that fits under the headings below. Please don't filter your perspective responses based on what you think should/shouldn't be included; just submit and we'll filter them.

As a reminder, we submit the reports to both Donna and John for review by noon on Thursday, so please attend to any follow-up questions with that in mind.

Headings include:

- ***Hot Issues*** (including decisions that need 3rd floor attention)
- ***Upcoming Public Events***
- ***Upcoming Major Decisions***
- ***Last Week Highlights*** (include "good news" stories...not an "activity" report, please)

Some points the administrator's office noted they've seen in other reports and would like others to incorporate are:

- Include more detail than less detail while still remaining concise
- Identify what actions were taken (if any)
- Establish next steps
- Include any "take away" messages
- Determine whether OARM will need to setup a meeting on a particular topic with the Chief of Staff or others, as appropriate.

It would be helpful if you would also let us know if you have nothing to report.

Thanks in advance for your prompt attention.

Note: For your reference, attached you will find last week's submission.

Sincerely,

Matthew Bell
Special Assistant
Office of Administration and Resources Management
U.S. Environmental Protection Agency
(202)564-3282

Message

From: Corbett, Krysti [Corbett.Krysti@epa.gov]

Sent: 7/24/2017 6:02:45 PM

To:

CC:

Subject:

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Krysti Corbett

Director

Labor and Employee Relations Division

Desk Phone: Ex. 6 - Personal Privacy

Mobile: (202) 579-1681

corbett.krysti@epa.gov

-----Original Appointment-----

From: Corbett, Krysti

Sent: Friday, July 21, 2017 1:05 PM

To: Ex. 3 - Statutory

Ex. 3 - Statutory

Cc: Ex. 3 - Statutory

Ex. 3 - Statutory

Subject: Ex. 3 - Statutory

When: Monday, July 24, 2017 2:00 PM-3:00 PM (UTC-05:00) Eastern Time (US & Canada).

Where: Ex. 6 - Personal Privacy

Message

From: Hitchens, Lynnann [hitchens.lynnann@epa.gov]
Sent: 7/24/2017 2:00:01 PM
To: Biro, Susan [Biro.Susan@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Carter, Rick [Carter.Rick@epa.gov]; Collins, BJ [Collins.BJ@epa.gov]; Cooper, Marian [Cooper.Marian@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Hardy, Michael [Hardy.Michael@epa.gov]; Helm, Arron [Helm.Arron@epa.gov]; Hitchens, Lynnann [hitchens.lynnann@epa.gov]; Legare, Pamela [Legare.Pamela@epa.gov]; Neal, Kerry [neal.kerry@epa.gov]; Noga, Vaughn [Noga.Vaughn@EPA.GOV]; Patrick, Kimberly [Patrick.Kimberly@epa.gov]; Petrole, Maryann [Petrole.Maryann@epa.gov]; Polk, Denise [Polk.Denise@epa.gov]; Scola, Jennifer [Scola.Jennifer@epa.gov]
CC: Showman, John [Showman.John@epa.gov]; Lemley, Lauren [Lemley.Lauren@epa.gov]
Subject: V/V update
Attachments: V-V Application Tracking Sheet.xlsx

OARM Directors and Deputies –
Attached is the most recent list of OARM V/V applicants.

Thanks,

Lynnann

Lynnann Hitchens
Acting Director, Office of Resources, Operations and Management
Office of Administration and Resources Management
P: 202-564-3184
M: Ex. 6 - Personal Privacy

Message

From: Lemley, Lauren [Lemley.Lauren@epa.gov]
Sent: 7/21/2017 2:32:03 PM
To: OARM-ALL [OARMALL@epa.gov]
Subject: FW: Private Vendor Outreach on RIF Benefits Review Session
Attachments: Private Vendor RIF LETTER.pdf; Private Vendor RIF Envelope.pdf

All,

Good morning. We have been notified by OHR that a private vendor may be contacting agency employees using the attached correspondence to solicit business in conducting a Reduction in Force Benefits Review Session. This organization is not sponsored or supported by the EPA or the federal government, so we strongly encourage employees to disregard the correspondence. If you have questions or need information on federal benefits, we recommend you contact your HR SSC representative.

Lauren Lemley
Office of Resources, Operations and Management, OARM
202-564-1290

Message

From: Showman, John [Showman.John@epa.gov]
Sent: 4/14/2017 9:09:01 AM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: Re: V/V

When I'm back Monday I might have the info on what OARM did.

Sent from my iPhone

On Apr 13, 2017, at 11:39 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Finish what you are doing and then this. I know this is a lot and I don't think it will get better. I know you can do it though. Thanks

On Apr 13, 2017, at 6:24 PM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

OY! You're killing me. Just kidding.

I can pull some pieces together for you in the morning but would like to finish the other ask first (it's almost done.) Is that ok? D

Sent from my iPhone

On Apr 13, 2017, at 5:09 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi – had a meeting with the COS today on this. He would like some information about what we did and how we did it the last time. How did we communicate to staff? Do we have the communication we sent to those in the pool. Can we do a summary of the business cases? Timeframe? Thanks much.

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 4/14/2017 3:39:37 AM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Showman, John [Showman.John@epa.gov]
Subject: Re: V/V

Finish what you are doing and then this. I know this is a lot and I don't think it will get better. I know you can do it though.
Thanks

On Apr 13, 2017, at 6:24 PM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

OY! You're killing me. Just kidding.

I can pull some pieces together for you in the morning but would like to finish the other ask first (it's almost done.) Is that ok? D

Sent from my iPhone

On Apr 13, 2017, at 5:09 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi – had a meeting with the COS today on this.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks much.

Message

From: Showman, John [Showman.John@epa.gov]
Sent: 4/13/2017 9:19:11 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: Re: V/V

Do we share the report OHR did afterwards? I have holly a copy about a week or so ago.

Sent from my iPhone

On Apr 13, 2017, at 5:09 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Hi – had a meeting with the COS today on this.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks much.

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 4/13/2017 9:09:16 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
CC: Showman, John [Showman.John@epa.gov]
Subject: V/V

Hi – had a meeting with the COS today on this

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks much.

To: Ex. 3 - Statutory
From: Coomber, Robert
Sent: Thur. 7/20/2017 6:27:22 PM
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: Ex. 6 - Personal Privacy

coomber.robert@epa.gov

From: Coomber, Robert
Sent: Thursday, July 20, 2017 2:27 PM
To: Ex. 3 - Statutory

Ex. 3 - Statutory

Cc: Corbett, Krysti <Corbett.Krysti@epa.gov>

Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Robert D. Coomber

Senior Labor Attorney

Labor and Employee Relations Division

Desk Phone: (202) 564-0955

Cell Phone: **Ex. 6 - Personal Privacy**

coomber.robert@epa.gov

To: Corbett, Krysti[Corbett.Krysti@epa.gov]
Cc: Coomber, Robert[coomber.robert@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Gray, Linda[gray.linda@epa.gov]; Helm, Arron[Helm.Arron@epa.gov]; Bonner, Jerome[Bonner.Jerome@epa.gov]; Engebretson, Elizabeth[Engebretson.Lizbeth@epa.gov]; Taylor, Jeremy[Taylor.Jeremy@epa.gov]; Atkinson, Ryan[Atkinson.Ryan@epa.gov]; Carter, Rick[Carter.Rick@epa.gov]; Showman, John[Showman.John@epa.gov]
From: Collins, BJ
Sent: Thur 7/20/2017 6:14:18 PM
Subject: **Ex. 3 - Statutory**

Ex. 3 - Statutory

On Jul 20, 2017, at 2:13 PM, Corbett, Krysti <Corbett.Krysti@epa.gov> wrote:

Ex. 3 - Statutory

Krysti Corbett

Director

Labor and Employee Relations Division

Desk Phone: (202) 564-6295

Mobile: **Ex. 6 - Personal Privacy**

corbett.krysti@epa.gov

From: Collins, BJ
Sent: Thursday, July 20, 2017 2:12 PM
To: Corbett, Krysti <Corbett.Krysti@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>
Cc: Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Elizabeth <Engebretson.Lizbeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: **Ex. 3 - Statutory**

Ex. 3 - Statutory

Begin forwarded message:

From: "Collins, BJ" <Collins.BJ@epa.gov>
Date: July 20, 2017 at 10:43:59 AM EDT
To: OHR PMOs <OHR_PMOs@epa.gov>, RHRO <RHRO@epa.gov>
Cc: "Helm, Arron" <Helm.Arron@epa.gov>, "Carter, Rick" <Carter.Rick@epa.gov>, "Bonner, Jerome" <Bonner.Jerome@epa.gov>, "Engebretson, Lizabeth" <Engebretson.Lizabeth@epa.gov>, "Jeremy Taylor (Taylor.Jeremy@epa.gov)" <Taylor.Jeremy@epa.gov>, "Atkinson, Ryan" <Atkinson.Ryan@epa.gov>
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

BJ Collins, Deputy Director

Office of Administration and Resources Management-RTP

Office Phone – 919-541-5515

Cell Phone – Ex. 6 - Personal Privacy

From: Showman, John
Sent: Thursday, July 20, 2017 8:06 AM
To: Acting DAAs <Acting_DAA@epa.gov>; Acting DRAs <Acting_DRAs@epa.gov>; ARA <ARA@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Minoli, Kevin <Minoli.Kevin@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth

<Engebretson.Lizabeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>;
Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Collins, BJ <Collins.BJ@epa.gov>;
Moore, Bobby <Moore.Bobby@epa.gov>

Subject: **Ex. 3 - Statutory**

Ex. 3 - Statutory

Ex. 3 - Statutory

John L Showman III, Acting Principal Deputy Assistant Administrator

Office of Administration and Resources Management

US Environmental Protection Agency

202-564-5341

To: Collins, BJ[Collins.BJ@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]
Cc: Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Gray, Linda[gray.linda@epa.gov]; Helm, Arron[Helm.Arron@epa.gov]; Bonner, Jerome[Bonner.Jerome@epa.gov]; Engebretson, Lizabeth[Engebretson.Lizabeth@epa.gov]; Taylor, Jeremy[Taylor.Jeremy@epa.gov]; Atkinson, Ryan[Atkinson.Ryan@epa.gov]; Carter, Rick[Carter.Rick@epa.gov]; Showman, John[Showman.John@epa.gov]
From: Corbett, Krysti
Sent: Thur 7/20/2017 6:13:38 PM
Subject: **Ex. 3 - Statutory**

Ex. 3 - Statutory

Krysti Corbett

Director

Labor and Employee Relations Division

Desk Phone: (202) 564-6295

Mobile: **Ex. 6 - Personal Privacy**

corbett.krysti@epa.gov

From: Collins, BJ
Sent: Thursday, July 20, 2017 2:12 PM
To: Corbett, Krysti <Corbett.Krysti@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>
Cc: Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Showman, John <Showman.John@epa.gov>
Subject: **Ex. 3 - Statutory**

Ex. 3 - Statutory

Ex. 3 - Statutory

Begin forwarded message:

From: "Collins, BJ" <Collins.BJ@epa.gov>
Date: July 20, 2017 at 10:43:59 AM EDT
To: OHR PMOs <OHR_PMOs@epa.gov>, RHRO <RHRO@epa.gov>
Cc: "Helm, Arron" <Helm.Arron@epa.gov>, "Carter, Rick" <Carter.Rick@epa.gov>, "Bonner, Jerome" <Bonner.Jerome@epa.gov>, "Engebretson, Lizabeth" <Engebretson.Lizabeth@epa.gov>, "Jeremy Taylor (Taylor.Jeremy@epa.gov)" <Taylor.Jeremy@epa.gov>, "Atkinson, Ryan" <Atkinson.Ryan@epa.gov>
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

BJ Collins, Deputy Director

Office of Administration and Resources Management-RTP

Office Phone – 919-541-5515

Cell Phone – Ex. 6 - Personal Privacy

From: Showman, John
Sent: Thursday, July 20, 2017 8:06 AM
To: Acting DAAs <Acting_DAAs@epa.gov>; Acting DRAs <Acting_DRAs@epa.gov>; ARA <ARA@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Minoli, Kevin <Minoli.Kevin@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Carter, Rick <Carter.Rick@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Taylor, Jeremy <Taylor.Jeremy@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Collins, BJ <Collins.BJ@epa.gov>; Moore, Bobby <Moore.Bobby@epa.gov>
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

John L Showman III, Acting Principal Deputy Assistant Administrator

Office of Administration and Resources Management

US Environmental Protection Agency

202-564-5341

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 4/4/2017 11:43:37 AM
To: Gray, Linda [gray.linda@epa.gov]
CC: Showman, John [Showman.John@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: Re: transfer of function

Thanks. This is helpful

On Apr 4, 2017, at 7:37 AM, Gray, Linda <gray.linda@epa.gov> wrote:

Donna,

We coordinated with Loretta and looked at some of the OPM guidance. Here is what was provided:

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Let me know if additional information is needed.

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Hi –

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/4/2017 11:37:56 AM
To: Vizian, Donna [Vizian.Donna@epa.gov]
CC: Showman, John [Showman.John@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: FW: transfer of function

Donna,

We coordinated with Loretta and looked at some of the OPM guidance. Here is what was provided:

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Let me know if additional information is needed.

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: "Vizian, Donna" <Vizian.Donna@epa.gov>

Date: April 3, 2017 at 6:23:04 PM EDT

To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>

Cc: "Showman, John" <Showman.John@epa.gov>

Subject: transfer of function

Hi –

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/4/2017 11:34:04 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: transfer of function

I am sending to Donna. I pulled another link to attach but don't want to give more information than needed.

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hunt, Loretta
Sent: Monday, April 03, 2017 7:59 PM
To: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: transfer of function

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Hi -

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/4/2017 11:24:53 AM
To: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: RE: transfer of function

I am reviewing it and some information that I have.

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Carpenter, Wesley
Sent: Tuesday, April 04, 2017 7:17 AM
To: Gray, Linda <gray.linda@epa.gov>
Subject: RE: transfer of function

Linda:

I do not have any comments on Loretta's email.

Wes

From: Gray, Linda
Sent: Monday, April 03, 2017 8:48 PM
To: Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: transfer of function

I emailed John and let them know Loretta sent us something that I will take a look at and get back with her in the morning.

Sent from my iPhone

On Apr 3, 2017, at 8:42 PM, Carpenter, Wesley <Carpenter.Wesley@epa.gov> wrote:

Thanks, Loretta. Greatly appreciated.

Wes

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Hi -

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 4/4/2017 11:22:17 AM
To: Gray, Linda [gray.linda@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: Re: transfer of function

No- just trying to give you guys a sense of Loretta's availability this AM

Sent from my iPhone

On Apr 4, 2017, at 6:47 AM, Gray, Linda <gray.linda@epa.gov> wrote:

Ok. I thought it was one I was supposed to attend.

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hart, Debbi
Sent: Tuesday, April 04, 2017 6:47 AM
To: Gray, Linda <gray.linda@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: transfer of function

No- Loretta has a 10:00 with ITD to discuss gaining access to HR systems for her accountability team.

Sent from my iPhone

On Apr 4, 2017, at 6:38 AM, Gray, Linda <gray.linda@epa.gov> wrote:

Debbi,

I see an 11 on my calendar for policy updates. Is the 10 with Donna?

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hart, Debbi
Sent: Tuesday, April 04, 2017 5:56 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: transfer of function

Thanks Loretta- this gets complicated quick. I'm imagining that Donna will have follow up questions. You have a 10:00 and 11:00 this morning, right? D

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Hi -

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 3/23/2017 7:09:29 PM
To: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]
Subject: RE: EMC topic summaries

FYI-Loretta is working on a reassignment one-pager.

From: Carpenter, Wesley
Sent: Thursday, March 23, 2017 1:23 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>
Subject: RE: EMC topic summaries

Debbi:

Thanks for the quick reply. I think the one pager you prepared on VERA/VSIP should hit the mark on this topic. Do we have anything similar on furloughs that can be shared with the EMC members? I expect we will need to engage Donna on the reassignment topic.

Wes

From: Hart, Debbi
Sent: Thursday, March 23, 2017 1:11 PM
To: Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>
Subject: RE: EMC topic summaries

Tried to call but missed you. Would like to know what's needed ASAP as there is little time to prepare with all the other asks hitting us at the moment.

From: Carpenter, Wesley
Sent: Thursday, March 23, 2017 11:54 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>
Subject: FW: EMC topic summaries

Debbi:

We are going to need your help in developing and/or collecting the materials on the three items referenced below. We should discuss at your earliest convenience. Thanks.

Wes

From: Bell, Matthew
Sent: Thursday, March 23, 2017 11:41 AM
To: Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Helm, Arron <Helm.Arron@epa.gov>; Cooper, Marian <Cooper.Marian@epa.gov>
Subject: EMC topic summaries

G' Morning,

As noted in the OD meeting on Tuesday, I'll be coordinating the collection of materials for the EMC meeting. With that in mind, I'll be your POC for submission of the workforce topics below. I'm also including the assigned providers of that information:

- Short-Term
 - o RIFs (Arron)
 - o Furlough (Linda/Wes)
 - o VERA/VISP (Linda/Wes)
 - o Reassignment (Linda/Wes)
 - o Shutdown (John)
- Long-Term
 - o Executive Order (Marian)

Please submit your topic information to me by COB on Tuesday for our review.

Thanks.

Sincerely,

Matthew Bell

Special Assistant

Office of Administration and Resources Management

U.S. Environmental Protection Agency

(202)564-3282

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/4/2017 10:47:43 AM
To: Hart, Debbi [Hart.Debbi@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: RE: transfer of function

Ok. I thought it was one I was supposed to attend.

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hart, Debbi
Sent: Tuesday, April 04, 2017 6:47 AM
To: Gray, Linda <gray.linda@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: transfer of function

No- Loretta has a 10:00 with ITD to discuss gaining access to HR systems for her accountability team.

Sent from my iPhone

On Apr 4, 2017, at 6:38 AM, Gray, Linda <gray.linda@epa.gov> wrote:

Debbi,

I see an 11 on my calendar for policy updates. Is the 10 with Donna?

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hart, Debbi
Sent: Tuesday, April 04, 2017 5:56 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: transfer of function

Thanks Loretta- this gets complicated quick. I'm imagining that Donna will have follow up questions. You have a 10:00 and 11:00 this morning, right? D

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi

Sent: Monday, April 03, 2017 6:33 PM

To: Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>

Date: April 3, 2017 at 6:23:04 PM EDT

To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>

Cc: "Showman, John" <Showman.John@epa.gov>

Subject: transfer of function

Hi –

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 4/4/2017 10:46:53 AM
To: Gray, Linda [gray.linda@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: Re: transfer of function

No- Loretta has a 10:00 with ITD to discuss gaining access to HR systems for her accountability team.

Sent from my iPhone

On Apr 4, 2017, at 6:38 AM, Gray, Linda <gray.linda@epa.gov> wrote:

Debbi,

I see an 11 on my calendar for policy updates. Is the 10 with Donna?

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hart, Debbi
Sent: Tuesday, April 04, 2017 5:56 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: transfer of function

Thanks Loretta- this gets complicated quick. I'm imagining that Donna will have follow up questions. You have a 10:00 and 11:00 this morning, right? D

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Hi —

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/4/2017 10:38:18 AM
To: Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: RE: transfer of function

Debbi,

I see an 11 on my calendar for policy updates. Is the 10 with Donna?

Linda R. Gray

Director, Office of Human Resources
Office of Administration and Resources Management
Environmental Protection Agency
(202) 564-4606 phone
(202) 564-4613 fax

From: Hart, Debbi
Sent: Tuesday, April 04, 2017 5:56 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: Re: transfer of function

Thanks Loretta- this gets complicated quick. I'm imagining that Donna will have follow up questions. You have a 10:00 and 11:00 this morning, right? D

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Ex. 5 - Deliberative Process

- 1) If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 4/4/2017 9:56:03 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: Re: transfer of function

Thanks Loretta- this gets complicated quick. I'm imagining that Donna will have follow up questions. You have a 10:00 and 11:00 this morning, right? D

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <[Showman.John@epa.gov](mailto>Showman.John@epa.gov)>
Subject: transfer of function

Hi – **Ex. 5 - Deliberative Process**

Ex. 5 - Deliberative Process

- 1) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Gray, Linda [gray.linda@epa.gov]
Sent: 4/4/2017 12:48:01 AM
To: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: Re: transfer of function

I emailed John and let them know Loretta sent us something that I will take a look at and get back with her in the morning.

Sent from my iPhone

On Apr 3, 2017, at 8:42 PM, Carpenter, Wesley <Carpenter.Wesley@epa.gov> wrote:

Thanks, Loretta. Greatly appreciated.

Wes

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area

for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Hi —

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

- 1) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently not performing the function.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

I have a conversation at 10:30

tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

To: Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Hart, Debbi[Hart.Debbi@epa.gov]
From: Schreefer, Kenneth
Sent: Tue 4/11/2017 2:22:24 PM
Subject: RE: HR Community Call - Thursday, April 13, 2017

Thanks. I will let them know.

Kenneth W. Schreefer

Office of Human Resources

Policy, Planning, and Training Division

Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

From: Carpenter, Wesley
Sent: Tuesday, April 11, 2017 10:13 AM
To: Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: HR Community Call - Thursday, April 13, 2017

Ken:

No discussions have taken place on the subject matter to date as we are awaiting final decisions on the FY18 budget. You can let the HR community know or I can.

Wes

From: Schreefer, Kenneth
Sent: Tuesday, April 11, 2017 9:51 AM
To: Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: HR Community Call - Thursday, April 13, 2017

Wes/Debbi –

Please see below. This is a topic we are not touching at this time in the Community Call correct? Perhaps Wes would like to make a comment in the meeting if no segment of the agency has been instructed to prepare VERA/VSIP packages?

Kenneth W. Schreefer

Office of Human Resources

Policy, Planning, and Training Division

Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

From: Fowler, Joshua
Sent: Tuesday, April 11, 2017 9:44 AM
To: Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>
Subject: RE: HR Community Call - Thursday, April 13, 2017

Good morning Kenneth,

I would love to hear something about current OHR thinking regarding VERA/VSIP and possibly RIF down the road. Some regions are already in the process of preparing VERA/VSIP packages, but it does not appear that the Regions/Offices are in the same place.

Josh Fowler

Acting Human Resources Officer

EPA Region 8

1595 Wynkoop St. Denver, CO 80212

fowler.joshua@epa.gov

303-312-6348 (work)

Ex. 6 - Personal Privacy (cell)

From: Schreefer, Kenneth

Sent: Tuesday, April 11, 2017 7:41 AM

To: Acquisti, Heidi <Acquisti.Heidi@epa.gov>; Alapati, Joan <Alapati.Joan@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>; Allen, Tania <Allen.Tania@epa.gov>; Anthony, Sherri <Anthony.Sherri@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Baez, Julissa <baez.julissa@epa.gov>; Bailey, Lydia <bailey.lydia@epa.gov>; Bailey, Rhonda <Bailey.Rhonda@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; Baumgarten, Marion <baumgarten.marion@epa.gov>; Benoit, Peggy Ann <Benoit.Peggy@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Bradish, Tracey <bradish.tracey@epa.gov>; Branch, Rebecca <Branch.Rebecca@epa.gov>; Braxton, Marilyn <Braxton.Marilyn@epa.gov>; Brennan, Thomas <Brennan.Thomas@epa.gov>; Brown, Rohn <brown.rohn@epa.gov>; Brown, Wendy <brown.wendy@epa.gov>; Burbach, Joseph <burbach.joseph@epa.gov>; Burrows, Eileen <BURROWS.EILEEN@EPA.GOV>; Burt, Cynthia <Burt.Cynthia@epa.gov>; Butler, Lorraine <Butler.Lorraine@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Carter, Pamela <Carter.Pamela@epa.gov>; Castaneda, John <castaneda.john@epa.gov>; Cherry, Katrina <Cherry.Katrina@epa.gov>; Christian, Pamela <Christian.Pamela@epa.gov>; Church, Stacey <Church.Stacey@epa.gov>; Collier, Darrel <collier.darrel@epa.gov>; Collins, BJ <Collins.BJ@epa.gov>; Corbett, Krysti <Corbett.Krysti@epa.gov>; Cunningham, Bisa <cunningham.bisa@epa.gov>; Cunningham, Dennis <Cunningham.Dennis@epa.gov>; Cutrona, Jennifer <jennifer.cutrona@csra.com>; Datcher, Dawn <Datcher.Dawn@epa.gov>; Davis, Cathy <Davis.Cathy@epa.gov>; Alexandra.deSibour@csra.com; Drummond, Shawn <Drummond.Shawn@epa.gov>; Dubbs, Kimberly <Dubbs.Kimberly@epa.gov>; Dunbar, Danielle <dunbar.danielle@epa.gov>; Embry, Euleashia <embry.euleashia@epa.gov>;

Engebretson, Lizabeth <Engebretson.Lizabeth@epa.gov>; Erickson, Amber
 <Erickson.Amber@epa.gov>; Fowler, Joshua <Fowler.Joshua@epa.gov>; Fraser, Scott
 <Fraser.Scott@epa.gov>; Freggens, Barbara <Freggens.Barbara@epa.gov>; Graf, Kate
 <Graf.Kate@epa.gov>; Graubard, Sophia <Graubard.Sophia@epa.gov>; Gray, Linda
 <gray.linda@epa.gov>; Gray, Richard <Gray.Richard@epa.gov>; Gueriguian, Leo
 <Gueriguian.Leo@epa.gov>; Gutshall, Renee <Gutshall.Renee@epa.gov>; Hart, Debbi
 <Hart.Debbi@epa.gov>; Harvard, Stephanie <Harvard.Stephanie@epa.gov>; Helm, Arron
 <Helm.Arron@epa.gov>; Hembrey, Cheri <Hembrey.Cheri@epa.gov>; Hill, Troy
 <Hill.Troy@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>; Jablonski, Janice
 <jablonski.janice@epa.gov>; Jackson, Terrence <Jackson.Terrence@epa.gov>; Jefferies, Alan
 <Jefferies.Alan@epa.gov>; Jimenez, Elaine <Jimenez.Elaime@epa.gov>; Johnson, StacyD
 <Johnson.StacyD@epa.gov>; Jones, Laura <Jones.Laura@epa.gov>; Kaplan, Heidi
 <Kaplan.Heidi@epa.gov>; Kavanagh, Erica <kavanagh.eric@epa.gov>; Kelty, Diane
 <Kelty.Diane@epa.gov>; Kemp, Lachala <Kemp.Lachala@epa.gov>; Kitamura, Louise
 <Kitamura.Louise@epa.gov>; Kloc, Daniel <kloc.daniel@epa.gov>; Kutzke, Julie
 <Kutzke.Julie@epa.gov>; Lane, Vicki <Lane.Vicki@epa.gov>; Lattimore, Kraig
 <lattimore.kraig@epa.gov>; Lee, Andrea <Lee.Andrea@epa.gov>; Lee, Terry
 <lee.terry@epa.gov>; Lemley, Lauren <Lemley.Lauren@epa.gov>; Lesperance, Twanna
 <Lesperance.Twanna@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Mairose, Sue
 <Mairose.Sue@epa.gov>; Margolies, Jennifer <Margolies.Jennifer@epa.gov>; Martinez, Doris
 <Martinez.Doris@epa.gov>; Martinez, Gwendolyn <Martinez.Gwendolyn@epa.gov>;
 McClendon, Michelle <McClendon.Michelle@epa.gov>; McKnight, Giovanna
 <McKnight.Giovanna@epa.gov>; McManus, Catharine <mcmanus.catharine@epa.gov>;
 McNeal, Detha <McNeal.Detha@epa.gov>; Mick, David <Mick.David@epa.gov>; Miles,
 Ramona <Miles.Ramona@epa.gov>; Milton, Laura <Milton.Laura@epa.gov>; Monroe, Scott
 <Monroe.Scott@epa.gov>; Moore, Gina <Moore.Gina@EPA.GOV>; Nero, Yolanda
 <Nero.Yolanda@epa.gov>; Ng, Geoffrey <Ng.Geoffrey@epa.gov>; Nieves, Michael
 <Nieves.Michael@epa.gov>; Ocampo, William <Ocampo.William@epa.gov>; Parker, Gary
 <parker.gary@epa.gov>; Pastalove, Barbara <Pastalove.Barbara@epa.gov>; Poulson, Benjamin
 <Poulson.Benjamin@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Roberts, Suzanne
 <Roberts.Suzanne@epa.gov>; Rodriguez, Ray <Rodriguez.Ray@epa.gov>; Rubel, Robert
 <Rubel.Robert@epa.gov>; Ryans, Denise <Ryans.Denise@epa.gov>; Sanders, Amy
 <Sanders.Amy@epa.gov>; Sawyer, Rena <sawyer.rena@epa.gov>; Schwartz, Barbara
 <Schwartz.Barbara@epa.gov>; Shanahan, Katherine <Shanahan.Katherine@epa.gov>; Sharon,
 Scott <sharon.scott@epa.gov>; Shepherd, Jackie <Shepherd.Jackie@epa.gov>; Smith, Susan
 <Smith.Susan@epa.gov>; Smith, Veronica <Smith.Veronica@epa.gov>; Soward, Ruth-Alene
 <Soward.Ruth-Alene@epa.gov>; Stanton, Rachel <stanton.rachel@epa.gov>; Stevens, Robert
 <Stevens.Robert@epa.gov>; Storm, Derrick <storm.derrick@epa.gov>; Taylor, Jeremy
 <Taylor.Jeremy@epa.gov>; Taylor-Smith, Chonette <taylor-smith.chonette@epa.gov>; Thomas,
 Cheryl <Thomas.Cheryl@epa.gov>; Tillmon, Sheneka <tillmon.sheneka@epa.gov>; Torrez,
 Alfredo <Torrez.Alfredo@epa.gov>; Vaughan, Pat <Vaughan.Pat@epa.gov>; Weller, Gregory
 <weller.gregory@epa.gov>; White, Tracy <White.Tracy@epa.gov>; Williams, Delphine D.
 <Williams.Delphine@epa.gov>; Willig, Jeanine <willig.jeanine@epa.gov>; Woodard, Cynthia
 <Woodard.Cynthia@epa.gov>; Wootson, Renee <Wootson.Renee@epa.gov>; Wright, John
 <wright.john@epa.gov>; Young, Brenda <young.brenda@epa.gov>; Young, Debbie
 <young.debbie@epa.gov>; Young, Robbie <Young.Robbie@epa.gov>

Subject: HR Community Call - Thursday, April 13, 2017

There is an HR Community Call scheduled for this Thursday, April 13, 2017. At the moment, there are no topics on the agenda. If you have something that you would like to discuss or a topic that you would like OHR to address, please let me know by noon tomorrow, Wednesday, April 12, 2017. Thank you.

Kenneth W. Schreefer

Office of Human Resources

Policy, Planning, and Training Division

Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

Message

From: Schreefer, Kenneth [Schreefer.Kenneth@epa.gov]
Sent: 4/11/2017 1:51:23 PM
To: Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: FW: HR Community Call - Thursday, April 13, 2017

Wes/Debbi –

Please see below. This is a topic we are not touching at this time in the Community Call correct? Perhaps Wes would like to make a comment in the meeting if no segment of the agency has been instructed to prepare VERA/VSIP packages?

Kenneth W. Schreefer

Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

From: Fowler, Joshua
Sent: Tuesday, April 11, 2017 9:44 AM
To: Schreefer, Kenneth <Schreefer.Kenneth@epa.gov>
Subject: RE: HR Community Call - Thursday, April 13, 2017

Good morning Kenneth,

I would love to hear something about current OHR thinking regarding VERA/VSIP and possibly RIF down the road. Some regions are already in the process of preparing VERA/VSIP packages, but it does not appear that the Regions/Offices are in the same place.

Josh Fowler
Acting Human Resources Officer
EPA Region 8
1595 Wynkoop St. Denver, CO 80212
fowler.joshua@epa.gov
303-312-6348 (work)

Ex. 6 - Personal Privacy

 (cell)

From: Schreefer, Kenneth
Sent: Tuesday, April 11, 2017 7:41 AM
To: Acquisti, Heidi <Acquisti.Heidi@epa.gov>; Alapati, Joan <Alapati.Joan@epa.gov>; Allen, Reginald <Allen.Reginald@epa.gov>; Allen, Tania <Allen.Tania@epa.gov>; Anthony, Sherri <Anthony.Sherri@epa.gov>; Atkinson, Ryan <Atkinson.Ryan@epa.gov>; Baez, Julissa <baez.julissa@epa.gov>; Bailey, Lydia <bailey.lydia@epa.gov>; Bailey, Rhonda <Bailey.Rhonda@epa.gov>; Barber, Anthony <Barber.Anthony@epa.gov>; Baumgarten, Marion <baumgarten.marion@epa.gov>; Benoit, Peggy Ann <Benoit.Peggy@epa.gov>; Bonner, Jerome <Bonner.Jerome@epa.gov>; Bradish, Tracey <bradish.tracey@epa.gov>; Branch, Rebecca <Branch.Rebecca@epa.gov>; Braxton, Marilyn <Braxton.Marilyn@epa.gov>; Brennan, Thomas <Brennan.Thomas@epa.gov>; Brown, Rohn

[<brown.rohn@epa.gov>](mailto:brown.rohn@epa.gov); Brown, Wendy [<brown.wendy@epa.gov>](mailto:brown.wendy@epa.gov); Burbach, Joseph [<burbach.joseph@epa.gov>](mailto:burbach.joseph@epa.gov); Burrows, Eileen [<BURROWS.EILEEN@EPA.GOV>](mailto:BURROWS.EILEEN@EPA.GOV); Burt, Cynthia [<Burt.Cynthia@epa.gov>](mailto:Burt.Cynthia@epa.gov); Butler, Lorraine [<Butler.Lorraine@epa.gov>](mailto:Butler.Lorraine@epa.gov); Carpenter, Wesley [<Carpenter.Wesley@epa.gov>](mailto:Carpenter.Wesley@epa.gov); Carter, Pamela [<Carter.Pamela@epa.gov>](mailto:Carter.Pamela@epa.gov); Castaneda, John [<castaneda.john@epa.gov>](mailto:castaneda.john@epa.gov); Cherry, Katrina [<Cherry.Katrina@epa.gov>](mailto:Cherry.Katrina@epa.gov); Christian, Pamela [<Christian.Pamela@epa.gov>](mailto:Christian.Pamela@epa.gov); Church, Stacey [<Church.Stacey@epa.gov>](mailto:Church.Stacey@epa.gov); Collier, Darrel [<collier.darrel@epa.gov>](mailto:collier.darrel@epa.gov); Collins, BJ [<Collins.BJ@epa.gov>](mailto:Collins.BJ@epa.gov); Corbett, Krysti [<Corbett.Krysti@epa.gov>](mailto:Corbett.Krysti@epa.gov); Cunningham, Bisa [<cunningham.bisa@epa.gov>](mailto:cunningham.bisa@epa.gov); Cunningham, Dennis [<Cunningham.Dennis@epa.gov>](mailto:Cunningham.Dennis@epa.gov); Cutrona, Jennifer [<jennifer.cutrona@csra.com>](mailto:jennifer.cutrona@csra.com); Datcher, Dawn [<Datcher.Dawn@epa.gov>](mailto:Datcher.Dawn@epa.gov); Davis, Cathy [<Davis.Cathy@epa.gov>](mailto:Davis.Cathy@epa.gov); Alexandra.deSibour@csra.com; Drummond, Shawn [<Drummond.Shawn@epa.gov>](mailto:Drummond.Shawn@epa.gov); Dubbs, Kimberly [<Dubbs.Kimberly@epa.gov>](mailto:Dubbs.Kimberly@epa.gov); Dunbar, Danielle [<dunbar.danielle@epa.gov>](mailto:dunbar.danielle@epa.gov); Embry, Euleashia [<embry.euleashia@epa.gov>](mailto:embry.euleashia@epa.gov); Engebretson, Lizabeth [<Engebretson.Lizabeth@epa.gov>](mailto:Engebretson.Lizabeth@epa.gov); Erickson, Amber [<Erickson.Amber@epa.gov>](mailto:Erickson.Amber@epa.gov); Fowler, Joshua [<Fowler.Joshua@epa.gov>](mailto:Fowler.Joshua@epa.gov); Fraser, Scott [<Fraser.Scott@epa.gov>](mailto:Fraser.Scott@epa.gov); Freggens, Barbara [<Freggens.Barbara@epa.gov>](mailto:Freggens.Barbara@epa.gov); Graf, Kate [<Graf.Kate@epa.gov>](mailto:Graf.Kate@epa.gov); Graubard, Sophia [<Graubard.Sophia@epa.gov>](mailto:Graubard.Sophia@epa.gov); Gray, Linda [<gray.linda@epa.gov>](mailto:gray.linda@epa.gov); Gray, Richard [<Gray.Richard@epa.gov>](mailto:Gray.Richard@epa.gov); Gueriguian, Leo [<Gueriguian.Leo@epa.gov>](mailto:Gueriguian.Leo@epa.gov); Gutshall, Renee [<Gutshall.Renee@epa.gov>](mailto:Gutshall.Renee@epa.gov); Hart, Debbi [<Hart.Debbi@epa.gov>](mailto:Hart.Debbi@epa.gov); Harvard, Stephanie [<Harvard.Stephanie@epa.gov>](mailto:Harvard.Stephanie@epa.gov); Helm, Arron [<Helm.Arron@epa.gov>](mailto:Helm.Arron@epa.gov); Hembrey, Cheri [<Hembrey.Cheri@epa.gov>](mailto:Hembrey.Cheri@epa.gov); Hill, Troy [<Hill.Troy@epa.gov>](mailto:Hill.Troy@epa.gov); Hunt, Loretta [<Hunt.Loretta@epa.gov>](mailto:Hunt.Loretta@epa.gov); Jablonski, Janice [<jablonski.janice@epa.gov>](mailto:jablonski.janice@epa.gov); Jackson, Terrence [<Jackson.Terrence@epa.gov>](mailto:Jackson.Terrence@epa.gov); Jefferies, Alan [<Jefferies.Alan@epa.gov>](mailto:Jefferies.Alan@epa.gov); Jimenez, Elaine [<Jimenez.Elaine@epa.gov>](mailto:Jimenez.Elaine@epa.gov); Johnson, StacyD [<Johnson.StacyD@epa.gov>](mailto:Johnson.StacyD@epa.gov); Jones, Laura [<Jones.Laura@epa.gov>](mailto:Jones.Laura@epa.gov); Kaplan, Heidi [<Kaplan.Heidi@epa.gov>](mailto:Kaplan.Heidi@epa.gov); Kavanagh, Erica [<kavanagh.eric@epa.gov>](mailto:kavanagh.eric@epa.gov); Kelty, Diane [<Kelty.Diane@epa.gov>](mailto:Kelty.Diane@epa.gov); Kemp, Lachala [<Kemp.Lachala@epa.gov>](mailto:Kemp.Lachala@epa.gov); Kitamura, Louise [<Kitamura.Louise@epa.gov>](mailto:Kitamura.Louise@epa.gov); Kloc, Daniel [<kloc.daniel@epa.gov>](mailto:kloc.daniel@epa.gov); Kutzke, Julie [<Kutzke.Julie@epa.gov>](mailto:Kutzke.Julie@epa.gov); Lane, Vicki [<Lane.Vicki@epa.gov>](mailto:Lane.Vicki@epa.gov); Lattimore, Kraig [<lattimore.kraig@epa.gov>](mailto:lattimore.kraig@epa.gov); Lee, Andrea [<Lee.Andrea@epa.gov>](mailto:Lee.Andrea@epa.gov); Lee, Terry [<lee.terry@epa.gov>](mailto:lee.terry@epa.gov); Lemley, Lauren [<Lemley.Lauren@epa.gov>](mailto:Lemley.Lauren@epa.gov); Lesperance, Twanna [<Lesperance.Twanna@epa.gov>](mailto:Lesperance.Twanna@epa.gov); Maher, Karen [<Maher.Karen@epa.gov>](mailto:Maher.Karen@epa.gov); Mairose, Sue [<Mairose.Sue@epa.gov>](mailto:Mairose.Sue@epa.gov); Margolies, Jennifer [<Margolies.Jennifer@epa.gov>](mailto:Margolies.Jennifer@epa.gov); Martinez, Doris [<Martinez.Doris@epa.gov>](mailto:Martinez.Doris@epa.gov); Martinez, Gwendolyn [<Martinez.Gwendolyn@epa.gov>](mailto:Martinez.Gwendolyn@epa.gov); McClendon, Michelle [<McClendon.Michelle@epa.gov>](mailto:McClendon.Michelle@epa.gov); McKnight, Giovanna [<McKnight.Giovanna@epa.gov>](mailto:McKnight.Giovanna@epa.gov); McManus, Catharine [<mcmamus.catharine@epa.gov>](mailto:mcmamus.catharine@epa.gov); McNeal, Detha [<McNeal.Detha@epa.gov>](mailto:McNeal.Detha@epa.gov); Mick, David [<Mick.David@epa.gov>](mailto:Mick.David@epa.gov); Miles, Ramona [<Miles.Ramona@epa.gov>](mailto:Miles.Ramona@epa.gov); Milton, Laura [<Milton.Laura@epa.gov>](mailto:Milton.Laura@epa.gov); Monroe, Scott [<Monroe.Scott@epa.gov>](mailto:Monroe.Scott@epa.gov); Moore, Gina [<Moore.Gina@EPA.GOV>](mailto:Moore.Gina@EPA.GOV); Nero, Yolanda [<Nero.Yolanda@epa.gov>](mailto:Nero.Yolanda@epa.gov); Ng, Geoffrey [<Ng.Geoffrey@epa.gov>](mailto:Ng.Geoffrey@epa.gov); Nieves, Michael [<Nieves.Michael@epa.gov>](mailto:Nieves.Michael@epa.gov); Ocampo, William [<Ocampo.William@epa.gov>](mailto:Ocampo.William@epa.gov); Parker, Gary [<parker.gary@epa.gov>](mailto:parker.gary@epa.gov); Pastalove, Barbara [<Pastalove.Barbara@epa.gov>](mailto:Pastalove.Barbara@epa.gov); Poulson, Benjamin [<Poulson.Benjamin@epa.gov>](mailto:Poulson.Benjamin@epa.gov); Price, Patricia [<price.patricia@epa.gov>](mailto:price.patricia@epa.gov); Roberts, Suzanne [<Roberts.Suzanne@epa.gov>](mailto:Roberts.Suzanne@epa.gov); Rodriguez, Ray [<Rodriguez.Ray@epa.gov>](mailto:Rodriguez.Ray@epa.gov); Rubel, Robert [<Rubel.Robert@epa.gov>](mailto:Rubel.Robert@epa.gov); Ryans, Denise [<Ryans.Denise@epa.gov>](mailto:Ryans.Denise@epa.gov); Sanders, Amy [<Sanders.Amy@epa.gov>](mailto:Sanders.Amy@epa.gov); Sawyer, Rena [<sawyer.rena@epa.gov>](mailto:sawyer.rena@epa.gov); Schwartz, Barbara [<Schwartz.Barbara@epa.gov>](mailto:Schwartz.Barbara@epa.gov); Shanahan, Katherine [<Shanahan.Katherine@epa.gov>](mailto:Shanahan.Katherine@epa.gov); Sharon, Scott [<sharon.scott@epa.gov>](mailto:sharon.scott@epa.gov); Shepherd, Jackie [<Shepherd.Jackie@epa.gov>](mailto:Shepherd.Jackie@epa.gov); Smith, Susan [<Smith.Susan@epa.gov>](mailto:Smith.Susan@epa.gov); Smith, Veronica [<Smith.Veronica@epa.gov>](mailto:Smith.Veronica@epa.gov); Soward, Ruth-Alene [<Soward.Ruth-Alene@epa.gov>](mailto:Soward.Ruth-Alene@epa.gov); Stanton, Rachel [<stanton.rachel@epa.gov>](mailto:stanton.rachel@epa.gov); Stevens, Robert [<Stevens.Robert@epa.gov>](mailto:Stevens.Robert@epa.gov); Storm, Derrick [<storm.derrick@epa.gov>](mailto:storm.derrick@epa.gov); Taylor, Jeremy [<Taylor.Jeremy@epa.gov>](mailto:Taylor.Jeremy@epa.gov); Taylor-Smith, Chonette [<taylor-smith.chonette@epa.gov>](mailto:taylor-smith.chonette@epa.gov); Thomas, Cheryl [<Thomas.Cheryl@epa.gov>](mailto:Thomas.Cheryl@epa.gov); Tillmon, Sheneka [<tillmon.sheneka@epa.gov>](mailto:tillmon.sheneka@epa.gov); Torrez, Alfredo [<Torrez.Alfredo@epa.gov>](mailto:Torrez.Alfredo@epa.gov); Vaughan, Pat [<Vaughan.Pat@epa.gov>](mailto:Vaughan.Pat@epa.gov); Weller, Gregory [<weller.gregory@epa.gov>](mailto:weller.gregory@epa.gov); White, Tracy [<White.Tracy@epa.gov>](mailto:White.Tracy@epa.gov); Williams, Delphine D. [<Williams.Delphine@epa.gov>](mailto:Williams.Delphine@epa.gov); Willig, Jeanine [<willig.jeanine@epa.gov>](mailto:willig.jeanine@epa.gov); Woodard, Cynthia [<Woodard.Cynthia@epa.gov>](mailto:Woodard.Cynthia@epa.gov); Wootson, Renee [<Wootson.Renee@epa.gov>](mailto:Wootson.Renee@epa.gov); Wright, John [<wright.john@epa.gov>](mailto:wright.john@epa.gov); Young, Brenda [<young.brenda@epa.gov>](mailto:young.brenda@epa.gov); Young, Debbie [<young.debbie@epa.gov>](mailto:young.debbie@epa.gov); Young, Robbie [<Young.Robbie@epa.gov>](mailto:Young.Robbie@epa.gov)
Subject: HR Community Call - Thursday, April 13, 2017

There is an HR Community Call scheduled for this Thursday, April 13, 2017. At the moment, there are no topics on the agenda. If you have something that you would like to discuss or a topic that you would like OHR to address, please let me know by noon tomorrow, Wednesday, April 12, 2017. Thank you.

Kenneth W. Schreefer

Office of Human Resources
Policy, Planning, and Training Division
Immediate Office

Telephone: 202-564-4319
Mail Code: 3601M
William J. Clinton Building East
Room 1116 C

To: Wheeler, Kimberly[Wheeler.Kimberly@epa.gov]; Gantt, Melissa[Gantt.Melissa@epa.gov]
Cc: Gray, Linda[gray.linda@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]; Cooper, Marian[Cooper.Marian@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]
From: Corbett, Krysti
Sent: Fri 4/21/2017 4:50:32 PM
Subject: Meeting w/ National Unions to Discuss EPA Workforce Restructuring

Good Afternoon, Kim and Melissa!

Ex. 5 - Deliberative Process

I am looking for a meeting date/time that works for Donna's schedule:

Potential Dates: May 15, 16 or 17

Duration: 30 minutes

Time: Any time after 11am (to account for west coast employees)

Subject: National Union Informal Discussion on Workforce Restructuring

Attendees (Mandatory): Donna, Krysti Corbett, Bob Coomber (anyone else that Donna feels vital to the briefing)

Others on Invitation: Linda Gray, Wesley Carpenter

Union Attendees: Once the meeting is established, I'll forward the invitation to all of the applicable union representatives

Location: We'll need a call-in number for the meeting; Bob and I can attend with Donna in person.

We (Bob and I) would also need about 30 minutes at any point before the union briefing to pre-meet with Donna.

Thank you, ladies, for all you do!

Krysti Corbett

Director

Labor and Employee Relations Division

Office of Human Resources
U.S. Environmental Protection Agency

1200 Pennsylvania Avenue, N.W.

WJC North 6317A
Washington DC 20460
Mail Code 3602A

Desk Phone: (202) 564-6295

Mobile: Ex. 6 - Personal Privacy

corbett.krysti@epa.gov

To: Vizian, Donna[Vizian.Donna@epa.gov]; Showman, John[Showman.John@epa.gov]
Cc: Parker, Gary[parker.gary@epa.gov]; Peabody, Hitch[Peabody.Hitch@epa.gov]
From: Hunt, Loretta
Sent: Wed 5/31/2017 4:30:00 PM
Subject: Fw: V/V Follow up

Donna,

Please see Twanna's question below about SLs.

Ex. 5 - Deliberative Process

From: Lesperance, Twanna
Sent: Wednesday, May 31, 2017 12:22 PM
To: Hunt, Loretta
Cc: Allen, Reginald
Subject: Re: V/V Follow up

Hello Loretta,

Ex. 5 - Deliberative Process

Respectfully,
Twanna Lesperance, Assistant Director, PMO
AO, OAES, Administrative Management Staff
202-564-0419

On May 31, 2017, at 11:43 AM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

FYI

From: Vizian, Donna
Sent: Wednesday, May 31, 2017 11:24 AM
To: 2017HQfirstassistants; 2017Regionfirstassistants; DAA-Career; DRA; ARA

Cc: Hart, Debbi; Hunt, Loretta; Showman, John
Subject: V/V Follow up

Hi Everyone,

Ex. 5 - Deliberative Process

Best,

Donna

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 7/13/2017 2:25:01 PM
To: RHRO [RHRO@epa.gov]; OHR PMOs [OHR_PMOs@epa.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]; Peabody, Hitch [Peabody.Hitch@epa.gov]
Subject: RE: URGENT: Latest Information on VERA/VSIP Notifications,

REMINDER!!!!!!

If you haven't done so already, the targeted employee notices must be sent out today. Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Sent: Wednesday, July 12, 2017 11:39 AM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Subject: URGENT: Latest Information on VERA/VSIP Notifications,
Importance: High

HR Community,

1.

Ex. 5 - Deliberative Process
2.

Ex. 5 - Deliberative Process
3. The application window for VERA/VSIP is 7/13/17 through 7/26/17.
4. An updated schedule is attached.
5.

Ex. 5 - Deliberative Process

 Documents are attached.
6. The agency's business case and targeted position spreadsheet approved by OPM are attached.
7.

Ex. 5 - Deliberative Process

If you have any questions or concerns, please contact me or Debbi Hart.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 7/12/2017 3:38:34 PM
To: RHRO [RHRO@epa.gov]; OHR PMOs [OHR_PMOs@epa.gov]
CC: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]; Parker, Gary [parker.gary@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]; Peabody, Hitch [Peabody.Hitch@epa.gov]
Subject: URGENT: Latest Information on VERA/VSIP Notifications,
Attachments: **Ex. 5 - Deliberative Process**

Importance: High

HR Community,

1. **Ex. 5 - Deliberative Process**
2. **Ex. 5 - Deliberative Process**
3. The application window for VERA/VSIP is 7/13/17 through 7/26/17.
4. An updated schedule is attached.
5. **Ex. 5 - Deliberative Process** Documents are attached.
6. The agency's business case and targeted position spreadsheet approved by OPM are attached.
7. We will post the agency's business case and targeted positions to the VERA/VSIP intranet site as soon as we redact the documents.

If you have any questions or concerns, please contact me or Debbi Hart.

Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

To: Westenberger, Andrea[Westenberger.Andrea@epa.gov]
Cc: Barber, Anthony[Barber.Anthony@epa.gov]; Dalrymple, Anne[Dalrymple.Anne@epa.gov]; Lindsay, Nancy[Lindsay.Nancy@epa.gov]; McDonald, James[McDonald.James@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]
From: Hart, Debbi
Sent: Fri 6/30/2017 4:44:43 PM
Subject: RE: V/V letters - question

Andrea- NPMs/Regions will be receiving template communications next week that will cover what V/V positions were approved, V/V eligibility info and application instructions. The communication will be office-specific and sent via email to employees, essentially following the same process used for the 2014/15 V/V efforts. We will provide offices with the templates in advance so that they have time to customize it as needed. We will be updating the HR community on this and other V/V issues at next Thursday's RHRO/PMO call. For now our top priority is gaining OPM and OMB's approval of the agency's business case. Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Westenberger, Andrea
Sent: Thursday, June 29, 2017 5:23 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Barber, Anthony <Barber.Anthony@epa.gov>; Dalrymple, Anne <Dalrymple.Anne@epa.gov>; Lindsay, Nancy <Lindsay.Nancy@epa.gov>; McDonald, James <McDonald.James@epa.gov>
Subject: V/V letters - question

Hi Debbi & Loretta,

The ARAs would like to know what the plans are for the V/V letters. We had heard that a template would come out from OARM-OHR-LER for the regions to use and that the regions would send the letters to employees but we're not sure. A few questions:

- Is LER developing a template?
- Who sends the letters? (Regions, SSCs, HQ?)
- Where will letters be sent – employees home, work?

Thanks,

Andrea

Andrea Westenberger

Lead Region Coordinator for OCFO & OARM

EPA Region 10

1200 Sixth Avenue, OMP 21-I01

Seattle, WA 98101

(206) 553-6111 (office)

Ex. 6 - Personal Privacy (cell)

westenberger.andrea@epa.gov

Message

From: Hart, Debbi [Hart.Debbi@epa.gov]
Sent: 6/15/2017 3:45:51 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]; Gray, Linda [gray.linda@epa.gov]
Subject: FW: A few MORE quick questions about EPA's upcoming V/V submittal

FYI.

From: Mahoney, Michael J [mailto:Mike.Mahoney@opm.gov]
Sent: Thursday, June 15, 2017 11:36 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>
Subject: RE: A few MORE quick questions about EPA's upcoming V/V submittal

Hi Debbie,

Pls see below in highlight

From: Hart, Debbi [mailto:Hart.Debbi@epa.gov]
Sent: Wednesday, June 14, 2017 5:27 PM
To: Mahoney, Michael J; Snowden, Gregory A
Cc: Hunt, Loretta
Subject: A few MORE quick questions about EPA's upcoming V/V submittal
Importance: High

Mike and Gregory-

FYI--We are still on track to deliver our submittal to you and OMB by the end of the week. And now we have a few more questions.

1. We heard from senior leadership that OPM is completing their review of packages on average within nine days. (If true, that is incredible!) As I mentioned last week, we have 22 offices included in our submittal. Does that ~9-day review timeframe apply to our submittal? We are updating our schedule moving forward to implementation stages and it would be great to have your estimate. It is meant generally to apply to each request. Of course that can depend on the scope, complexity, and thoroughness of the request.
2. Once we submit our package for informal review, does the process play out as it did the last time we worked together on V/V in? In other words, we field any questions you all have related to the draft package and once we've addressed any issues, the package is submitted in final and it will be approved quickly? Yes...Its always better to send in draft so we can work out any issues prior to it being signed. Some agencies do send signed but it might make more sense for you to send in draft.
3. Who else besides Gregory Snowden should we include in our communications? You can also include Darrell, Cathy, and Monica cc'd above

Feel free to call me if it's easier to discuss your response and many thanks in advance! Debbi

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Thursday, June 08, 2017 3:15 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>
Subject: Re: A few quick questions about EPA's upcoming V/V submittal

We can do a quick mtg at 4 today

Will that work?

Sent from my iPhone

On Jun 8, 2017, at 3:05 PM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Hey Mike!

Hope you guys are you're hanging in there—we are trying! Per my v-mail message, I wanted to ask you a few questions re: our informal submittal. I'd like to mostly lay out how our package is coming together. Do you have a few minutes to discuss with me? Thanks in advance. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 7/10/2017 3:35:32 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]; Showman, John [Showman.John@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: RE: EPA's VERA/VSIP Request

Thanks Loretta. Keep us posted.

From: Hunt, Loretta
Sent: Monday, July 10, 2017 11:34 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>
Subject: FW: EPA's VERA/VSIP Request
Importance: High

Donna/John,

Status of V/V approval below.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Monday, July 10, 2017 11:32 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA's VERA/VSIP Request

Yes, should be early this afternoon

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Monday, July 10, 2017 11:13 AM
To: Mahoney, Michael J; Snowden, Gregory A
Cc: Hart, Debbi
Subject: EPA's VERA/VSIP Request
Importance: High

Mike/Gregory,

Is the approval for EPA's request being signed today? Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch

Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Message

From: Hunt, Loretta [Hunt.Loretta@epa.gov]
Sent: 7/10/2017 3:34:24 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]; Showman, John [Showman.John@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Subject: FW: EPA's VERA/VSIP Request

Importance: High

Donna/John,

Status of V/V approval below.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Mahoney, Michael J [mailto:Mike.Mahoney@opm.gov]
Sent: Monday, July 10, 2017 11:32 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Snowden, Gregory A <Gregory.Snowden@opm.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA's VERA/VSIP Request

Yes, should be early this afternoon

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Monday, July 10, 2017 11:13 AM
To: Mahoney, Michael J; Snowden, Gregory A
Cc: Hart, Debbi
Subject: EPA's VERA/VSIP Request
Importance: High

Mike/Gregory,

Is the approval for EPA's request being signed today? Thanks.

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

Appointment

From: Carpenter, Wesley [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d84f6aa679f24f03990d7c6eb5ca0caa-WCARPENT]
Sent: 7/24/2017 3:22:21 PM
To: Corbett, Krysti [Corbett.Krysti@epa.gov]
Subject: Tentative: Union Briefing on VERA VSIP Current Status
Location: 1-866-299-3188; Code: 202-564-0405
Start: 7/24/2017 6:00:00 PM
End: 7/24/2017 7:00:00 PM
Show Time As: Busy

Appointment

From: Carpenter, Wesley [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D84F6AA679F24F03990D7C6EB5CA0CAA-WCARPENT]
Sent: 6/14/2017 8:35:54 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Accepted: Update on VERA/VSIP
Location: Teleconference - 5340 WJCN
Start: 6/15/2017 5:00:00 PM
End: 6/15/2017 5:30:00 PM
Show Time As: Busy

Appointment

From: Carpenter, Wesley [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D84F6AA679F24F03990D7C6EB5CA0CAA-WCARPENT]
Sent: 5/8/2017 3:32:16 PM
To: Westenberger, Andrea [Westenberger.Andrea@epa.gov]
Subject: Accepted: VERA/VSIP meeting w/ OARM, ARAs, and HROs
Location: 1-866-299-3188, 206-553-1793#
Start: 5/9/2017 4:00:00 PM
End: 5/9/2017 4:30:00 PM
Show Time As: Busy

Appointment

From: Carpenter, Wesley [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D84F6AA679F24F03990D7C6EB5CA0CAA-WCARPENT]
Sent: 6/13/2017 9:03:05 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Accepted: VERA/VSIP
Location: DCRoomARN3330/DC-AR-OARM
Start: 6/14/2017 3:00:00 PM
End: 6/14/2017 3:30:00 PM
Show Time As: Busy

Appointment

From: Carpenter, Wesley [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D84F6AA679F24F03990D7C6EB5CA0CAA-WCARPENT]
Sent: 5/22/2017 8:35:40 PM
To: Hitchens, Lynnann [hitchens.lynnann@epa.gov]
Subject: Accepted: review V/V
Location: Linda's office
Start: 5/23/2017 7:00:00 PM
End: 5/23/2017 7:30:00 PM
Show Time As: Busy

From: Carpenter, Wesley [Carpenter.Wesley@epa.gov]
Sent: 4/4/2017 12:42:07 AM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Re: transfer of function

Thanks, Loretta. Greatly appreciated.

Wes

Sent from my iPhone

On Apr 3, 2017, at 7:59 PM, Hunt, Loretta <Hunt.Loretta@epa.gov> wrote:

Linda/Wes/Debbi,

The answers below assume the simplest of scenarios (e.g., no need for downgrades).

Definitions

Transfer of function (Scenario 2): When a function ceases in one competitive area, and moves to one or more other competitive areas that do not perform the function at the time of transfer.

Reassignment (Scenario 1): A change of an employee, while serving continuously within the same agency, from one position to another without promotion or demotion (including directed reassignment to a different geographic location).

Relocation Costs

An employee transferring in the interest of the government from one duty station to another for permanent duty (and the new duty station is at least 50 miles distant from the old duty station) is eligible for relocation expenses. Both scenarios would create an obligation for the agency to pay relocation expenses.

RIF Impact

Directed Reassignment: An employee who is removed by adverse action for declining geographic relocation is potentially eligible for most of the benefits that are available to a displaced employee separated by RIF (e.g., intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Transfer of Function: If the transfer of function results in a surplus of employees in the gaining competitive area, all employees who transfer with the function compete under the RIF regulations on equal terms with other employees in the gaining competitive area for available positions (i.e., to determine who will remain employed and who will be separated because there aren't enough positions available in the gaining competitive area).

If an employee declines a TOF, the losing competitive area must use adverse action procedures to separate the employee. After receiving a separation notice, the employee becomes eligible for most of the benefits available to an employee who receives a notice of RIF separation (e.g., potentially eligible for intra- and interagency hiring priority, severance pay, discontinued service retirement, etc.).

Loretta L. Hunt
Branch Chief
Policy and Accountability Branch
Policy, Planning and Training Division
Office of Human Resources
U.S. EPA
Phone: (202) 564-6963
Email: hunt.loretta@epa.gov

From: Hart, Debbi
Sent: Monday, April 03, 2017 6:33 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Fwd: transfer of function

Heads up- when can you and I discuss?

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 3, 2017 at 6:23:04 PM EDT
To: "Gray, Linda" <gray.linda@epa.gov>, "Carpenter, Wesley" <Carpenter.Wesley@epa.gov>, "Hart, Debbi" <Hart.Debbi@epa.gov>
Cc: "Showman, John" <Showman.John@epa.gov>
Subject: transfer of function

Hi – I need help in understanding what would happen to the staff in each of these situations where the function is transferred outside the local commuting area (e.g., would the agency pay relocation ? Would we implement RIF procedures?):

- 1) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently performing the function (e.g. Contracts are all moved to one location that currently has a contracting office)
- 2) <!--[if !supportLists]--><!--[endif]-->If a function is moved to a location that is currently not performing the function.

I know the answer is often it depends, but it would be helpful to have the answers to the 2 situation above. I have a conversation at 10:30 tomorrow. It would be helpful to have the answers before then. Sorry for the timing.

Thanks

Message

From: Carpenter, Wesley [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D84F6AA679F24F03990D7C6EB5CA0CAA-WCARPENT]
Sent: 5/9/2017 4:53:35 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]
Subject: ARA V-V Conference Call

Debbi/Loretta:

I participated in the meeting via conference call. Great job in providing the ARAs/HROs/PMOs the latest status, next steps, and of course answering the numerous questions.

Wesley J. Carpenter
Deputy Director, EPA's Office of Human Resources
Tel. No.: 202-564-2019
Cell Phone: Ex. 6 - Personal Privacy
E-mail: carpenter.wesley@epa.gov

Appointment

From: Carpenter, Wesley [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D84F6AA679F24F03990D7C6EB5CA0CAA-WCARPENT]
Sent: 3/20/2017 6:03:11 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Accepted: VERA/VSIP Discussion
Location: DCROOMWJCN3330Q
Start: 3/20/2017 6:15:00 PM
End: 3/20/2017 7:00:00 PM
Recurrence: (none)

Appointment

From: Carpenter, Wesley [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D84F6AA679F24F03990D7C6EB5CA0CAA-WCARPENT]
Sent: 3/17/2017 3:31:41 PM
To: Vizian, Donna [Vizian.Donna@epa.gov]
Subject: Accepted: VERA/VSIP Discussion
Location: DCROOMWJCN3330Q
Start: 3/20/2017 6:00:00 PM
End: 3/20/2017 6:45:00 PM
Recurrence: (none)

To: Coomber, Robert[coomber.robert@epa.gov]
Cc: Ex. 3 - Statutory

Ex. 3 - Statutory

From: Ex. 3 - Statutory
Sent: Tue 7/25/2017 3:33:33 PM
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Message

From: Ex. 3 - Statutory
Sent: 7/25/2017 3:08:59 PM
To: Corbett, Krysti [Corbett.Krysti@epa.gov]; Ex. 3 - Statutory Coomber, Robert [coomber.robert@epa.gov]
CC: Gray, Linda [gray.linda@epa.gov]; Ex. 3 - Statutory
Subject: Ex. 3 - Statutory

Thank you Krysti.

From: Corbett, Krysti
Sent: Tuesday, July 25, 2017 10:20 AM
To: Ex. 3 - Statutory Coomber, Robert <coomber.robert@epa.gov>
Cc: Ex. 3 - Statutory
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Krysti Corbett
Director
Labor and Employee Relations Division
Desk Phone: (202) 564-6295
Mobile: Ex. 6 - Personal Privacy
corbett.krysti@epa.gov

From: Ex. 3 - Statutory
Sent: Monday, July 24, 2017 7:01 PM
To: Coomber, Robert <coomber.robert@epa.gov>
Cc: Ex. 3 - Statutory Corbett, Krysti <Corbett.Krysti@epa.gov>; Gray, Linda <gray.linda@epa.gov>
Subject: Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Ex. 3 - Statutory

Message

From: Ex. 3 - Statutory
Sent: 7/20/2017 6:31:27 PM
To: Coomber, Robert [coomber.robert@epa.gov]
CC: Corbett, Krysti [Corbett.Krysti@epa.gov]; Gray, Linda [gray.linda@epa.gov]; Ex. 3 - Statutory
Subject: Ex. 3 - Statutory
Attachments: Ex. 3 - Statutory

Ex. 3 - Statutory

Message

From: Ridings, Sharon [Ridings.Sharon@epa.gov]
Sent: 7/14/2017 7:32:30 PM
To: Gray, Linda [gray.linda@epa.gov]
Subject: RE: All Hands Update

Thank you kindly for your quick response. I'll set something up for two weeks. I am off to Denver to training our new supervisors.

Have a great weekend.

Sharon

Sharon L. Ridings
Chief Learning Officer/National Training Manager
1201 Constitution Avenue
EPA East, #1136, MC 3601M
Washington, DC 20460
202-564-7584
[EPA University SharePoint](#)
[EPA eLearning](#)



From: Gray, Linda
Sent: Friday, July 14, 2017 3:31 PM
To: Ridings, Sharon <Ridings.Sharon@epa.gov>
Subject: Re: All Hands Update

No problem. Just coordinate with Wendy

Sent from my iPhone

On Jul 14, 2017, at 2:05 PM, Ridings, Sharon <Ridings.Sharon@epa.gov> wrote:

Hello Linda,

I hope this message finds you well and enjoying your day.

I am hoping that I might be able to schedule some time with you in early August to talk about the value I may bring to HR and my role in the organization. With the changes that have taken place over the last many months I am thinking about next steps in my career and possible role changes.

Thank you in advance for your consideration and time.

Sharon

Sharon L. Ridings
Chief Learning Officer/National Training Manager
1201 Constitution Avenue
EPA East, #1136, MC 3601M
Washington, DC 20460
202-564-7584
[EPA University SharePoint](#)
[EPA eLearning](#)
<image001.jpg>

From: Brown, Wendy
Sent: Friday, July 14, 2017 1:20 PM
To: OHR Everyone <OHR_Everyone@epa.gov>
Cc: Griffin, Tamara <griffin.tamara@epa.gov>; Smith, DeBorah <Smith.DeBorah@epa.gov>; Sewell, Jordan <sewell.jordan@epa.gov>; Mcnamee, Shanell <mcnamee.shanell@epa.gov>
Subject: All Hands Update

All:

Here is a *brief* recap from yesterday's All Hands Meeting;

- **DRESD- Division Presentation- Areas of responsibility:**
 - **Employee Services**
 - New employee orientation
 - Benefits
 - **Workers' Compensation**
 - **Leave Bank/Volunteer Leave Transfer Program**
 - **Drug Free Workplace Program**
 - **Employee Counseling**
 - **Diversity Programs**
 - **Recruitment**
- **CXO Fellows Program-** This is a professional development program open to GS 9-14s employees who have leadership potential. See attached flyer for details.
- **VERA/VSIP update-** All who are in the targeted series group will receive an email and letter about applying for an early retirement or volunteer separation. If you decide to apply, your application must be received by July 26, 2017.

- Training- If you want to take any training by the end of the calendar year, send your requests to your supervisor COB Friday. They will forward all requests to Linda and Wes for review and final consideration. *Do not submit SF-182s until notified.*
- Mandatory training/Training Day- The last Wednesday and Thursday of every month are designated as training days. Take this time to do mandatory training or professional development. *Check your training profile. There are several training courses due in September.
- OHR Library- The OHR Library has many books you can borrow for professional development. See attached book list for all titles.
- Feds Feeds Families- Rachel Stanton is our POC. Please plan to make donations to this worthwhile cause.
- Next OHR All Hands- TBD (tentative- mid September).

Wendy C. Brown

Special Assistant to the Immediate Office

Office of Human Resources

U.S. Environmental Protection Agency

WJC North-5340-L

202-564-0909 office

Ex. 5 - Deliberative Process mobile

Brown.Wendy@epa.gov

Message

From: Ridings, Sharon [Ridings.Sharon@epa.gov]
Sent: 7/14/2017 6:05:50 PM
To: Gray, Linda [gray.linda@epa.gov]
Subject: RE: All Hands Update

Hello Linda,

I hope this message finds you well and enjoying your day.

I am hoping that I might be able to schedule some time with you in early August to talk about the value I may bring to HR and my role in the organization. With the changes that have taken place over the last many months I am thinking about next steps in my career and possible role changes.

Thank you in advance for your consideration and time.

Sharon

Sharon L. Ridings
Chief Learning Officer/National Training Manager
1201 Constitution Avenue
EPA East, #1136, MC 3601M
Washington, DC 20460
202-564-7584
[EPA University SharePoint](#)
[EPA eLearning](#)



From: Brown, Wendy
Sent: Friday, July 14, 2017 1:20 PM
To: OHR Everyone <OHR_Everyone@epa.gov>
Cc: Griffin, Tamara <griffin.tamara@epa.gov>; Smith, DeBorah <Smith.DeBorah@epa.gov>; Sewell, Jordan <sewell.jordan@epa.gov>; Mcnamee, Shanell <mcnamee.shanell@epa.gov>
Subject: All Hands Update

All:

Here is a *brief* recap from yesterday's All Hands Meeting;

- DRES- Division Presentation- Areas of responsibility:

- Employee Services
 - New employee orientation
 - Benefits
- Workers' Compensation
- Leave Bank/Volunteer Leave Transfer Program
- Drug Free Workplace Program
- Employee Counseling
- Diversity Programs
- Recruitment
- CXO Fellows Program- This is a professional development program open to GS 9-14s employees who have leadership potential. See attached flyer for details.
- VERA/VSIP update- All who are in the targeted series group will receive an email and letter about applying for an early retirement or volunteer separation. If you decide to apply, your application must be received by July 26, 2017.
- Training- If you want to take any training by the end of the calendar year, send your requests to your supervisor COB Friday. They will forward all requests to Linda and Wes for review and final consideration. *Do not submit SF-182s until notified.*
- Mandatory training/Training Day- The last Wednesday and Thursday of every month are designated as training days. Take this time to do mandatory training or professional development. *Check your training profile. There are several training courses due in September.
- OHR Library- The OHR Library has many books you can borrow for professional development. See attached book list for all titles.
- Feds Feeds Families- Rachel Stanton is our POC. Please plan to make donations to this worthwhile cause.
- Next OHR All Hands- TBD (tentative- mid September).

Wendy C. Brown

Special Assistant to the Immediate Office

Office of Human Resources

U.S. Environmental Protection Agency

WJC North-5340-L

202-564-0909 office

Ex. 5 - Deliberative Process mobile

Brown.Wendy@epa.gov

To: Showman, John[Showman.John@epa.gov]; Hunt, Loretta[Hunt.Loretta@epa.gov]
Cc: Hart, Debbi[Hart.Debbi@epa.gov]
From: Vizian, Donna
Sent: Thur 8/3/2017 8:28:48 PM
Subject: RE: EPA's VERA/VSIP Request -

And I already sent to Mark.....

From: Showman, John
Sent: Thursday, August 03, 2017 4:20 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: EPA's VERA/VSIP Request -

That's because I was on the phone with him on a different topic and raised it with him and mentioned Donna might be reaching out to Mark ☺

From: Hunt, Loretta
Sent: Thursday, August 03, 2017 4:10 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>
Cc: Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: EPA's VERA/VSIP Request -

Donna,

Just heard from Mike Mahoney.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]
Sent: Thursday, August 03, 2017 4:06 PM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Snowden, Gregory A <Gregory.Snowden@opm.gov>
Subject: RE: EPA's VERA/VSIP Request -

Loretta,

Gregory's been on leave this week Ex. 6 - Personal Privacy He should be back on email tomorrow or Monday...he will respond as soon as returns

Thanks for our patience

-mike

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Monday, July 31, 2017 3:38 PM
To: Snowden, Gregory A; Mahoney, Michael J; Grossman, Andrea L. Ex. 6 - Personal Privacy OMB; Hickey, Mike J.
Ex. 6 - Personal Privacy OMB
Cc: Hart, Debbi; Parker, Gary
Subject: RE: EPA's VERA/VSIP Request -
Importance: High

Gregory/Mike,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Thanks in advance for your review and assistance.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Hunt, Loretta

Sent: Friday, July 28, 2017 4:26 PM

To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J

<Mike.Mahoney@opm.gov>; Grossman, Andrea L. Ex. 6 - Personal Privacy
Ex. 6 - Personal Privacy Hickey, Mike J. Ex. 6 - Personal Privacy
Ex. 6 - Personal Privacy
Cc: Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: Re: EPA's VERA/VSIIP Request -

Gregory/Mike,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Please provide approval or disapproval of this change.

Thank you for your assistance and have a good weekend.

From: Snowden, Gregory A <Gregory.Snowden@opm.gov>
Sent: Thursday, July 13, 2017 2:39 PM

To: Hunt, Loretta; Mahoney, Michael J; Grossman, Andrea L. [Ex. 5 - Personal Privacy] OMB; Hickey, Mike J.
[Ex. 5 - Personal Privacy] OMB
Cc: Hart, Debbi
Subject: RE: EPA's VERA/VSIP Request -

Hello Loretta,

Ex. 5 - Deliberative Process

Thanks.

Gregory Snowden

OPM

From: Hunt, Loretta [mailto:Hunt.Loretta@epa.gov]
Sent: Thursday, July 13, 2017 9:42 AM
To: Mahoney, Michael J; Snowden, Gregory A; Grossman, Andrea L. [Ex. 5 - Personal Privacy] OMB; Hickey, Mike J.
[Ex. 5 - Personal Privacy] OMB
Cc: Hart, Debbi
Subject: RE: EPA's VERA/VSIP Request -
Importance: High

Gregory/Mike,

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Mahoney, Michael J [<mailto:Mike.Mahoney@opm.gov>]

Sent: Monday, July 10, 2017 2:32 PM

To: Hunt, Loretta <Hunt.Loretta@epa.gov>; Snowden, Gregory A
<Gregory.Snowden@opm.gov>

Cc: Hart, Debbi <Hart.Debbi@epa.gov>

Subject: RE: EPA's VERA/VSIP Request

Here tis'...

-mike

From: Hunt, Loretta [<mailto:Hunt.Loretta@epa.gov>]
Sent: Monday, July 10, 2017 11:13 AM
To: Mahoney, Michael J; Snowden, Gregory A
Cc: Hart, Debbi
Subject: EPA's VERA/VSIP Request
Importance: High

Mike/Gregory,

Is the approval for EPA's request being signed today? Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Location: Teleconference
Importance: High
Subject: Canceled: VERA/VSIP Planning and Updates
Start Date/Time: Thur 8/3/2017 7:00:00 PM
End Date/Time: Thur 8/3/2017 8:00:00 PM

Call-in: Ex. 6 - Personal Privacy

Conf. code: Ex. 6 - Personal Privacy

From: Hunt, Loretta
Location: Teleconference
Importance: High
Subject: Canceled: VERA/VSIP Planning and Updates
Start Date/Time: Thur 6/15/2017 7:00:00 PM
End Date/Time: Thur 6/15/2017 8:00:00 PM

Call-in: **Ex. 6 - Personal Privacy**

Conf. code: **Ex. 6 - Personal Privacy**

Message

From: Coomber, Robert [coomber.robert@epa.gov]
Sent: 6/20/2017 2:14:41 PM
To: Hunt, Loretta [Hunt.Loretta@epa.gov]
CC: Hart, Debbi [Hart.Debbi@epa.gov]; Corbett, Krysti [Corbett.Krysti@epa.gov]
Subject: MOU for VERA/VSIP
Attachments: EPA VERA VSIP MOU - 06-20-17.docx

Hey Loretta,

Attached is a proposed Memo for the Unions to address VERA/VSIP. This is almost the exact same as we proposed during the last go around, but it could change as a result of negotiations. Let me know if it is still ok, given our compressed timeline: **Ex. 5 - Deliberative Process**

Best,

Bob

Robert D. Coomber
Senior Labor Attorney
Labor and Employee Relations Division
Desk Phone: (202) 564-0955
Cell Phone: **Ex. 6 - Personal Privacy**
coomber.robert@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/13/2017 2:05:25 PM
To: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: FW: Vera VSIP

See below-- thoughts?

-----Original Message-----

From: Hart, Debbi
Sent: Tuesday, June 13, 2017 9:42 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: RE: Vera VSIP

Not a requirement to my knowledge. Will try to confirm.

-----Original Message-----

From: Vizian, Donna
Sent: Tuesday, June 13, 2017 9:33 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: FW: Vera VSIP

Do you know

-----Original Message-----

From: Walsh, Ed
Sent: Tuesday, June 13, 2017 9:31 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Richardson, RobinH <Richardson.RobinH@epa.gov>
Subject: Vera VSIP

Hi Donna/ Robin.

Do you know of any specific requirement to notify congress of plans around VERA/VSIP?

Thanks

Ed

To: RHRO[RHRO@epa.gov]; OHR PMOs[OHR_PMOs@epa.gov]
Cc: Parker, Gary[parker.gary@epa.gov]; Loretta Hunt[Hunt.Loretta@epa.gov]; Taylor, Jeremy[Taylor.Jeremy@epa.gov]; Engebretson, Elizabeth[Engebretson.Lizabeth@epa.gov]; Bonner, Jerome[Bonner.Jerome@epa.gov]; Carpenter, Wesley[Carpenter.Wesley@epa.gov]; Gray, Linda[gray.linda@epa.gov]; Peabody, Hitch[Peabody.Hitch@epa.gov]; Coomber, Robert[coomber.robert@epa.gov]; Corbett, Krysti[Corbett.Krysti@epa.gov]
Bcc: Showman, John[Showman.John@epa.gov]; Vizian, Donna[Vizian.Donna@epa.gov]
From: Hart, Debbi
Sent: Fri 7/7/2017 9:36:17 PM
Subject: VERA/VSIP status update

Hello to All-

Sadly, at this point we do not have formal approval of our package. (I must have jinxed it yesterday. Womp womp!) We do have OMB's formal concurrence (just received!) and OPM's commitment to prepare the package for signature first thing Monday though, so stay tuned and have a great weekend! ☺ Debbi

P.S.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process	So another positive note! OCFO expects to provide an update to folks early next week.
-------------------------------------	---

Debbi Hart
Director

Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

To: Vizian, Donna[Vizian.Donna@epa.gov]
From: Hart, Debbi
Sent: Tue 6/27/2017 7:06:32 PM
Subject: FW: Paying for V/V offers

Did we hear back from Carol? (Can I contact her if we didn't?) Is she coming to OMB tomorrow?

From: Hunt, Loretta
Sent: Tuesday, June 27, 2017 10:43 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Coomber, Robert <coomber.robert@epa.gov>; Parker, Gary <parker.gary@epa.gov>
Subject: Paying for V/V offers
Importance: High

Debbi,

Ex. 5 - Deliberative Process

Was this information communicated officially?

The unions asked Bob about this matter.

Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

To: Loretta Hunt[Hunt.Loretta@epa.gov]
From: Hart, Debbi
Sent: Thur 7/13/2017 3:52:10 PM
Subject: FW: URGENT: Latest Information on VERA/VSIP Notifications,

Ex. 5 - Deliberative Process

From: Smith, Susan
Sent: Thursday, July 13, 2017 10:41 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: URGENT: Latest Information on VERA/VSIP Notifications,

Haha – working on it but thanks for the reminder. ☺

Have a question - Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Susan

Susan Smith, Director

Organizational Management and Integrity Staff

Office of Land and Emergency Management/U.S. EPA

1301 Constitution Ave., NW, Washington, DC 20460

4139 WJC West/MC: 5101T

202-564-6656 (office)

Ex. 6 - Personal Privacy (cell)

202-566-6324 (fax)

[Follow OLEM](#) on Twitter [@EPALand](#)

From: Hunt, Loretta
Sent: Thursday, July 13, 2017 10:25 AM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert <coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>
Subject: RE: URGENT: Latest Information on VERA/VSIP Notifications,

REMINDER!!!!!!

If you haven't done so already, the targeted employee notices must be sent out today. Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Hunt, Loretta
Sent: Wednesday, July 12, 2017 11:39 AM
To: RHRO <RHRO@epa.gov>; OHR PMOs <OHR_PMOs@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Coomber, Robert

<coomber.robert@epa.gov>; Peabody, Hitch <Peabody.Hitch@epa.gov>

Subject: URGENT: Latest Information on VERA/VSIP Notifications,

Importance: High

HR Community,

1.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process
2.

Ex. 5 - Deliberative Process
3. The application window for VERA/VSIP is 7/13/17 through 7/26/17.
4. An updated schedule is attached.
5.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process Documents are attached.
6. The agency's business case and targeted position spreadsheet approved by OPM are attached.
7.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

If you have any questions or concerns, please contact me or Debbi Hart.

Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 6/16/2017 3:40:06 PM
To: Marvin Schulman [Schulman.Marvin@epa.gov]; McNeal, Detha [McNeal.Detha@epa.gov]
CC: Loretta Hunt [Hunt.Loretta@epa.gov]
Subject: FW: OAR's VERA/VSIP proposal
Attachments: OAR Organization Chart 5-17.pdf

From: Monroe, Scott
Sent: Thursday, May 25, 2017 4:33 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Kutzke, Julie <Kutzke.Julie@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: OAR's VERA/VSIP proposal

Hi Debbi,

Please find attached our current org chart. Enjoy the holiday weekend!

Scott

From: Hart, Debbi
Sent: Thursday, May 25, 2017 9:28 AM
To: Monroe, Scott <Monroe.Scott@epa.gov>
Cc: Shaw, Betsy <Shaw.Betsy@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: OAR's VERA/VSIP proposal

Scott-

Thanks for your submittal. We've begun our reviews and will let you know if we have questions. Could you please send us your current org chart? Thanks again! Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Monroe, Scott
Sent: Wednesday, May 24, 2017 4:13 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Shaw, Betsy <Shaw.Betsy@epa.gov>; Kutzke, Julie <Kutzke.Julie@epa.gov>; Monroe, Scott <Monroe.Scott@epa.gov>
Subject: OAR's VERA/VSIP proposal

Hi Debbi,

Please find attached documents constituting OAR's VERA/VSIP proposal, as requested by Acting Assistant Administrator Donna Vizian on April 17. We are not sending organization charts as explained in the proposal. Please contact me or Julie Kutzke (564-2989) with questions or if you need further information.

Scott Monroe
Program Management Official
Office of Air and Radiation
Mail Code 6101A
Clinton North Room 5435A
tel: 202-564-1271
fax: 202-501-0600

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/13/2017 2:21:46 PM
To: Soward, Ruth-Alene [Soward.Ruth-Alene@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]
Subject: RE: FOR YOUR REVIEW --> VERA/VSIP Email #2: Notice to Employees in Targeted Positions

Sounds good- thanks for the update. Debbi

From: Soward, Ruth-Alene
Sent: Thursday, July 13, 2017 10:19 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: FOR YOUR REVIEW --> VERA/VSIP Email #2: Notice to Employees in Targeted Positions

Thanks, Debbi and Loretta! I also talked with Lindsay in Labor Relations. And based on the cumulative advice from the 3 of you, I advised the OCFO IO to stick with the language in the template and explained why. They have agreed. So we are making no changes, other than adding in the OCFO-specific parts where indicated. Thanks for your patience with us, while we sorted this out!

Ruth

Ruth Alene Soward, Director
Office of Resource and Information Management
Office of the Chief Financial Officer
202-566-0985 phone; 202-669-1876 mobile; Ex. 6 - Personal Privacy FAX
Mail Code 2710A

From: Hart, Debbi
Sent: Thursday, July 13, 2017 8:59 AM
To: Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: FOR YOUR REVIEW --> VERA/VSIP Email #2: Notice to Employees in Targeted Positions
Importance: High

Ruth- **Ex. 5 - Deliberative Process**

Ex. 5 - Deliberative Process

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Soward, Ruth-Alene
Sent: Thursday, July 13, 2017 8:43 AM

To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: FOR YOUR REVIEW --> VERA/VSIP Email #2: Notice to Employees in Targeted Positions

Ruth Alene Soward, Director
Office of Resource and Information Management
Office of the Chief Financial Officer
202-566-0985 phone; Ex. 6 - Personal Privacy mobile; 202-564-1433 fax
Mail Code 2710A

Message

From: Kirkland, William [Kirkland.William@epa.gov]
Sent: 6/15/2017 1:30:43 PM
To: Parker, Gary [parker.gary@epa.gov]; Martinez, Doris [Martinez.Doris@epa.gov]
CC: Hunt, Loretta [Hunt.Loretta@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: FedHR Navigator Power Point Presentation

Gary,

The HR Navigator Webinar link is now working.

FYI: You may need to refresh your page by pressing the CTRL & F5 keys. Thank you.

William (Bill) Kirkland
Kirkland.William@epa.gov
Information Technology Division, Office of Human Resources
OARM/OHR/ITD
Phone: (202) 564-7533
Room: 1220B WJC East

From: Parker, Gary
Sent: Thursday, June 15, 2017 9:09 AM
To: Kirkland, William <Kirkland.William@epa.gov>; Martinez, Doris <Martinez.Doris@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>
Subject: RE: FedHR Navigator Power Point Presentation

Bill,

When I click on the HR Navigator Webinar link, it doesn't work. Can you correct the link?

Mr. Gary Parker
Branch Chief, Workforce Planning
USEPA/OARM/OHR
(O) 202-564-7421
(M) Ex. 6 - Personal Privacy

From: Hart, Debbi
Sent: Wednesday, June 14, 2017 9:33 AM
To: Parker, Gary <parker.gary@epa.gov>
Cc: Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: FW: FedHR Navigator Power Point Presentation
Importance: High

FYI—I've asked Gary to work on updating the website so please keep each other in the loop!

From: Kirkland, William
Sent: Wednesday, June 14, 2017 7:24 AM
To: Hunt, Loretta <Hunt.Loretta@epa.gov>

Cc: Cunningham, Bisa <cunningham.bisa@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>

Subject: RE: FedHR Navigator Power Point Presentation

Good Morning Loretta,

Your updates have been posted. Thank you.

William (Bill) Kirkland

Kirkland.William@epa.gov

Information Technology Division, Office of Human Resources

OARM/OHR/ITD

Phone: (202) 564-7533

Room: 1220B WJC East

From: Hunt, Loretta

Sent: Monday, June 12, 2017 5:34 PM

To: Kirkland, William <Kirkland.William@epa.gov>

Cc: Cunningham, Bisa <cunningham.bisa@epa.gov>; Hart, Debbi <Hart.Debbi@epa.gov>

Subject: FW: FedHR Navigator Power Point Presentation

Bill,

Please upload the attached PowerPoint presentation to the VERA/VSIP [page](#):

- OPM VERA
- OPM VSIP
- OPM Reshaping
- OPM Reassignment
- HR Navigator (Registration Required)
- **FHR Navigator Webinar** ← use this title
- Retirement Seminars (PDF) (2 pp, 124 K)

Thanks.

Loretta L. Hunt

Branch Chief

Policy and Accountability Branch

Policy, Planning and Training Division

Office of Human Resources

U.S. EPA

Phone: (202) 564-6963

Email: hunt.loretta@epa.gov

From: Cunningham, Bisa

Sent: Monday, June 12, 2017 4:58 PM

To: Hunt, Loretta <Hunt.Loretta@epa.gov>

Subject: FW: FedHR Navigator Power Point Presentation

Loretta – Please see attached and below. Did you want to add this to the VERA/VSIP site?

Bisa Cunningham
Director, Diversity, Recruitment, & Employee Services Division
Environmental Protection Agency
Office of Administration and Resources Management
Office of Human Resources, WJC North (Room 1402 Y/Z)
Office: 202-564-6635
Mobile: **Ex. 6 - Personal Privacy**
Email: Cunningham.Bisa@epa.gov

From: Davis, Cathy
Sent: Friday, June 09, 2017 1:09 PM
To: Cunningham, Bisa <cunningham.bisa@epa.gov>
Subject: FedHR Navigator Power Point Presentation

Bisa.

Attached is a presentation that we developed for the FedHR Navigator program. The presentation has step by step instructions for how to register and login. It also shows the various forms that are needed when applying for retirement and how to access those forms.

I thought I'd share this with you in case you would like to have it added to the VERA/VSIP webpage that is being developed, under the (FedHR Navigator link). This is one of the presentations that our SSC is using in our day to day operations.

Thanks

Cathy Davis, Section Chief, Employee Services Branch, HRMD-RTP
U.S. EPA - Shared Service Center - RTP (MC-C-639-02)
109 T.W. Alexander Dr.
RTP, NC 27711
(919) 541-3533
(919) 541-2186 fax



Message

From: Parker, Gary [parker.gary@epa.gov]
Sent: 6/9/2017 1:39:17 PM
To: Burrows, Eileen [BURROWS.EILEEN@EPA.GOV]
CC: Schulman, Marvin [Schulman.Marvin@epa.gov]; Kuhns, Jason [Kuhns.Jason@epa.gov]; Hart, Debbi [Hart.Debbi@epa.gov]
Subject: URGENT VERA VSIP

Eileen,

VERA VSIP numbers are being finalized today.

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

Ex. 5 - Deliberative Process

. Please provide that information soonest.

R,
Gary

Mr. Gary Parker
Branch Chief, Workforce Planning
USEPA/OARM/OHR
(O) 202-564-7421
(M) Ex. 6 - Personal Privacy

Message

From: Vizian, Donna [Vizian.Donna@epa.gov]
Sent: 7/7/2017 3:19:34 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: Re: EPA Final VERA/VSIP Request--email 3 of 3

Did you get OMB OK?

On Jul 7, 2017, at 8:56 AM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

EPA's final targeted positions chart. I will contact you to ensure receipt of all three pieces. Debbi

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:54 AM
To: 'Snowden, Gregory A' <Gregory.Snowden@opm.gov>; 'Mahoney, Michael J' <Mike.Mahoney@opm.gov>; 'Coleman, Darrell E' <Darrell.Coleman@opm.gov>; 'Thornton, Cathryn' <Cathryn.Thornton@opm.gov>; 'Butler, Monica' <Monica.Butler@opm.gov>; 'Mulligan, James S.' <James.S.Mulligan@omb> Ex. 6 - Personal Privacy; 'Grossman, Andrea' Ex. 6 - Personal Privacy <Andrea.L.Grossman@omb> Ex. 6 - Personal Privacy
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 2 of 3

EPA's final business case (attached). DH

From: Hart, Debbi
Sent: Friday, July 07, 2017 8:52 AM
To: Snowden, Gregory A <Gregory.Snowden@opm.gov>; Mahoney, Michael J <Mike.Mahoney@opm.gov>; Coleman, Darrell E <Darrell.Coleman@opm.gov>; Thornton, Cathryn <Cathryn.Thornton@opm.gov>; Butler, Monica <Monica.Butler@opm.gov>; Mulligan, James S. EOP/OMB <James.S.Mulligan@omb.eop.gov>; 'Grossman, Andrea L. EOP/OMB' <Andrea.L.Grossman@omb.eop.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Showman, John <Showman.John@epa.gov>; Gray, Linda <gray.linda@epa.gov>; Carpenter, Wesley <Carpenter.Wesley@epa.gov>; Parker, Gary <parker.gary@epa.gov>; Loretta Hunt <Hunt.Loretta@epa.gov>
Subject: EPA Final VERA/VSIP Request--email 1 of 3
Importance: High

Greetings All-

Thank you for your assistance with this effort. As for our informal request, we are submitting our final package in three pieces. Attached is our signed VERA/VSIP template request. This will be followed by our final business case and targeted positions table. Please let us know if there are any questions. Thanks again-- Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA

202.564.2011
hart.debbi@epa.gov

<Copy of Targetd positions office submissions 7-6-17.xlsx>

Message

From: Hart, Debbi [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=62AFB40F2BF1484D933F2CE207EB20E7-HART, DEBRA]
Sent: 7/11/2017 7:40:27 PM
To: Krehbiel, Ben [Krehbiel.Ben@epa.gov]
CC: Brincks, Mike [brincks.mike@epa.gov]; Mairose, Sue [Mairose.Sue@epa.gov]; Price, Patricia [price.patricia@epa.gov]; Flournoy, Luetta [Flournoy.Luetta@epa.gov]; Hunt, Loretta [Hunt.Loretta@epa.gov]; Coomber, Robert [coomber.robert@epa.gov]
Subject: RE: Need your help - VERA/VSIP Notices - question

Importance: High

Ben—

I connected with OPM and confirmed that changing your number of targeted positions would require an amendment to our business case. Given that our application window opens in less than two days, we do not have the time. So please proceed with your communications to folks in the targeted positions that were approved by OPM/OMB and let me know if you have any further questions. Thanks. Debbi

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Hart, Debbi
Sent: Tuesday, July 11, 2017 11:01 AM
To: Krehbiel, Ben <Krehbiel.Ben@epa.gov>
Cc: Brincks, Mike <brincks.mike@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: RE: Need your help - VERA/VSIP Notices - question

Ben-

Got it—thanks. As mentioned, we will need to coordinate this with OPM. I'll contact you as soon as I connect with them.
Debbi

From: Krehbiel, Ben
Sent: Tuesday, July 11, 2017 10:44 AM
To: Hart, Debbi <Hart.Debbi@epa.gov>
Cc: Brincks, Mike <brincks.mike@epa.gov>; Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Subject: Re: Need your help - VERA/VSIP Notices - question

Thx Debbi --
This will not affect our business case nor will it impact the number of maximum offers.

Ex. 5 - Deliberative Process

Ben

Sent from my iPhone

On Jul 11, 2017, at 9:06 AM, Hart, Debbi <Hart.Debbi@epa.gov> wrote:

Hey Mike—

We will need to understand if this changes R7's business case or the max number of offers. I'll contact Ben/Pat to discuss.

Debbi Hart
Director
Policy, Planning & Training Division
OHR, OARM
USEPA
202.564.2011
hart.debbi@epa.gov

From: Brincks, Mike
Sent: Monday, July 10, 2017 4:32 PM
To: Hart, Debbi <Hart.Debbi@epa.gov>; Hunt, Loretta <Hunt.Loretta@epa.gov>
Cc: Mairose, Sue <Mairose.Sue@epa.gov>; Price, Patricia <price.patricia@epa.gov>; Flournoy, Luetta <Flournoy.Luetta@epa.gov>; Krehbiel, Ben <Krehbiel.Ben@epa.gov>
Subject: Need your help - VERA/VSIP Notices - question
Importance: High

Debbi & Loretta,

Ex. 5 - Deliberative Process

Please contact Ben Krehbiel, Deputy ARA, or Pat Price, RHRO, if you have questions or need to discuss.

We appreciate your help in this matter!

Mike

<image001.jpg>

Mike Brincks

Assistant Regional Administrator
Office of Policy & Management
US Environmental Protection Agency, Region 7
11201 Renner Boulevard
Lenexa, KS 66219
Office: 913-551-7799
brincks.mike@epa.gov

Message

From: Remmers, Janet [Remmers.Janet@epa.gov]
Sent: 7/3/2017 5:51:24 PM
To: Hart, Debbi [Hart.Debbi@epa.gov]
Subject: RE: V/V Budget Tables update information-status

I have talked to OW, OEI and OCFO. they are working on it.
Email from R3 today said they are working on it.

I have not heard anything from R8 and R9. I don't even know if anyone is in today.
It would be great if you could try to reach out to R8 and R9 HRO or PMO.

Thanks

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Hart, Debbi
Sent: Monday, July 03, 2017 9:52 AM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Subject: Re: V/V Budget Tables update information-status

Got it-thanks for the update! Will let you know if I connect with anyone. Debbi

On Jul 3, 2017, at 9:30 AM, Remmers, Janet <Remmers.Janet@epa.gov> wrote:

I got R4 and R7, so now we are down to:
Still need: OW, OEI, OCFO, R03, R08, R09

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870

From: Hart, Debbi
Sent: Monday, July 03, 2017 9:21 AM
To: Remmers, Janet <Remmers.Janet@epa.gov>
Subject: Re: V/V Budget Tables update information-status

Thanks Janet. I'll try to push on folks (to the extent that any of them are even connected today). Debbi

On Jul 3, 2017, at 7:04 AM, Remmers, Janet <Remmers.Janet@epa.gov> wrote:

Here is the status of the Budget Tables updates:

Still need: OW, OEI, OCFO, R03, R04, R07- needs corrections, R08, R09

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A
office: 202-564-0548
aws: 301-593-7870
: 301-593-7870

From: Remmers, Janet
Sent: Saturday, July 01, 2017 6:32 AM
To: 'Tim Fontaine' <Fontaine.Tim@epa.gov>; Standifer, Juanita <Standifer.Juanita@epa.gov>; Maher, Karen <Maher.Karen@epa.gov>; Soward, Ruth-Alene <Soward.Ruth-Alene@epa.gov>; McCluney, Lance <McCluney.Lance@epa.gov>; Janowiak, Susan <Janowiak.susan@epa.gov>; Eubanks, Kristy <Eubanks.Kristy@epa.gov>; Klinker, Wendy <Klinker.Wendy@epa.gov>; Greenwald, Beth <Greenwald.Beth@epa.gov>; Bielenberg, Ben <Bielenberg.Ben@epa.gov>; Wong, Melissa <wong.melissa@epa.gov>
Subject: FW: V/V Budget Tables update information-status

Status update on the V/V Budget Tables submissions: Still need: **Ex. 5 - Deliberative Process**

Ex. 5 - Deliberative Process

I know in some offices this exercise is being done by the HRO or PMO. They would need help from the budget community.
We would greatly appreciate your help in getting these completed by Monday, July 3rd.

I am finding that folks are making this too complicated. It should be fairly simple. Here are some suggestions:

Ex. 5 - Deliberative Process

Please feel free to call me on 202-564-0548 if you have questions.

Janet Remmers, Ph.D.
RPROS
Office of Budget/OCFO
Mail code: 2732A